**GUILDFORD FESTIVAL OF DANCE**

**1 Oakridge**

**West End Village**

**Woking**

**Surrey**

**GU24 9PJ**

**Tel. 07778054287**

Dear Teachers,

First of all welcome once again to Guildford Festival of Dance. This letter is to inform you of the Festival dates for 2018. They are the 7th,8th,14th,15th,21st and 22nd of April The 7th of April is the Novice festival and maybe some of the 8th , depending on entries.

Closing date for entries for this festival will be the 11th November 2017

The festival was a great success last year and we would like to thank you all for your patience with all the

New child protection rules being tried and tested. It all seemed to work very well and we feel confident to put it all into place this year for real. Besides the arrangements for DBS badges for side stage teachers etc, including wrist bands, sign in sheets ,child protection forms and fire training there is one other thing we need to bring in.

You will notice that on your entry forms ,we are asking for the child's post code.

This is a directive from a Surrey County Council making sure all the child protection rules are in place and that we supply them with a list of post codes. All festivals will be doing this to come line in the future.

The closing date for accepting entries is early again this year the 11th November 2017.

This will now become Festival policy.

With schools closing for the Christmas break it is a good idea to get the entries in early and then forget them until the new year.

This 2018 festival is our qualifier for All England . Details of sections and timings

 are on the web site for you to see and in our syllabus.

Just to remind you that all music is on CD and there is no provision for tapes at all..

Due to the large amount of entries we are receiving, unfortunately we cannot include improvisation this year.

 We will be having a full canteen again for everyone to use. We can always do with assistance in the canteen, if there is anyone who could offer an hour or so please let us know when you send your entries in. (the day and the time you can help)

ON NO ACCOUNT MUST TAP SHOES WE WORN IN THE GYM. This will apply even more now ,with the new gym in place. If you are in the tap section please take tap shoes with you & put them on once outside the gym. If we do not abide to this rule we could lose the hall and also be charged, which would of course have to be charged to the Dance school involved.

Another very important issue. We would like all teachers to remind their parents, that on no account can any body approach the adjudicator during the festival, no matter what time of the day, any discussion that is needed must go through the ORGANISER . This also includes people that are helping to run the festival, this way there is no familiarity that can cause problems.

In the past we had lots of problems with age groups within group sections. Please make sure that we have ages and the DOB of each child when you enter your groups, so that it can be checked before the programme goes out, thus avoiding problems later on.

**Please** make sure you only use our Guildford Festival **entry** **forms**. We will not accept entries on any other forms. If you have a problem downloading please ask to have the forms posted to you. other forms will have to be returned to you.

It goes without saying that we look forward to welcoming you all back to The Guildford Festival this year, for yet another warm and friendly 3 weekends, we would also like to thank you for your continued support. Please also note that you can download all relevant forms from our website [www.guildforddancefestival.co.uk](http://www.guildforddancefestival.co.uk).

On a final note please return your child protection signed form with your entries.VERY IMPORTANT

All trophies must be returned on the 1st Day of the festival. Every single year without fail, we have to buy new trophies to cover non returned items. Please make sure you return your trophy in good time.

Very best wishes

Jeannie Day and the committee

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