

Updated: January 2022

## Why participate in ASBOF ONLINE?

The ASBOF Online Event was instituted during the global COVID pandemic to provide students with suitable performance goals and to ensure school music programs remained active and viable. The ASBOF Online event:

- Gives students an authentic performance opportunity
- Provides each ensemble with an audio recording of the adjudication/feedback on their performance from our panel of internationally renowned music educators
- Allows you to benchmark your ensemble against similar music programs from schools across Australia and international schools
- Provides an option to receive a Gold, Silver, or Bronze award plaque from the prestigious Australian School Band and Orchestra Festival
- Provides the opportunity to have your performance included in the official streaming of the ASBOF Online 2020 event
- Let's you check out what other schools are doing from across Australia and around the globe
- Is fun while you learn!

*The ASBOF is a non-competitive event which has education as its focus*

# ASBOF ONLINE

## CONDITIONS OF ENTRY FOR ALL ONLINE EVENTS

### 1. Event entry

- 1.1. All schools will enter via our website using their official username and password login details. Contact the General Manager if you need to set up a school profile.
- 1.2. Entries will close as per the dates on the ASBOF website.
- 1.3. Entry close dates are negotiable for international entries. Please contact us to discuss your situation.

### 2. Recording your performance

- 2.1. All schools will be required to record their performance in video format.
- 2.2. Students should be attired in their school or performance uniform.
- 2.3. The manner in which the students conduct themselves on the video (posture, attentiveness to the Music Director etc) will be taken into account in the final adjudication.
- 2.4. While it is acknowledged that some schools may wish to use this opportunity to produce a high quality video for promotional purposes, a professional standard recording is not expected. Schools should simply endeavour to provide the highest quality recording and video quality possible.
- 2.5. Ideally, the video should clearly show all ensemble participants, unless there are child safe guarding issues for not doing so.
- 2.6. The video for each piece must not be edited in any way (see 2.7), apart from tidying up the start and finish, and must run continuously from beginning to end of the musical performance.
- 2.7. If gathering/physical distancing restrictions continue apply at the time of your recording it is permissible for Music Directors to film each section separately and combine the videos to create final product. Please advise us upon submitting your entry.

- 2.8. The performance should be an acoustic performance. No microphones for individual instrument or mixing should be used except vocalists performing with big bands and where it is appropriate for an amplified instrument such as a keyboard, guitar, or bass guitar.
- 2.9. The Music Director should clearly introduce the school/ensemble, themselves, and the name of each piece at the start of the recording.
- 2.10. There will be no disadvantage or penalty for the quality of the recording, however, an appreciably poor sound quality may prevent the adjudicator from providing meaningful feedback.
- 2.11. All existing Festival Conditions, including tutors being prohibited from performing with ensembles etc, should be observed. Please download the ASBOF Online Conditions from our website.
- 2.12. Individual pieces may be recorded on separate files, however, the final file to be uploaded should consist of a maximum of two files. File 1: Australian Composition. File 2: All other program pieces. See below for specific information regarding your files.

### **3. Two files required – Record a separate file for your Australian selection**

- 3.1. Due to the limited resources and time constraints, the online streaming/performance component of the Online ASBOF will only consist of each ensemble's Australian composition.
- 3.2. All ensembles will be required to upload TWO files:
  - File 1 – The Australian Composition
  - File 2 – All other pieces from your program

### **4. Naming your files**

- 4.1. Please try and keep your file names intuitive, concise, and consistent.
- 4.2. Please include the suffix “\_Aust” with your Australian selection file.
- 4.3. Please include the suffix “\_Other” with the remainder of your program.
- 4.4. Some examples are listed below for you to use as a guide:

#### ***Sydney High School Beginner Band***

- SydneyHSBeg\_Aust
- SydneyHSBeg\_Other

#### ***Sydney South Primary School Senior Band***

- SydSthPSSen\_Aus
- SydSthPSSen\_Other

### **5. Uploading your performance**

- 5.1. All schools will be required to upload their performance on our secure site.
- 5.2. Details of how to upload your performance can be obtained from the ASBOF Website.
- 5.3. The cut-off date for uploading your performance is listed on the ASBOF website.
- 5.4. This cut-off date is negotiable for international entries. Please contact us to discuss your situation.

### **6. Viewing your performance**

- 6.1. Once the adjudication has been completed we will schedule a live streaming event featuring the Australian composition only for each ensemble.
- 6.2. Details of the streaming event will be available on the website shortly after the file uploading date.
- 6.3. All ensembles which have satisfied the ASBOF enhanced Child Safety Conditions (see below) will be included in a publicly available streaming of ASBOF Online event.

### **7. Child safeguarding conditions**

- 7.1. Given the online nature of the event we have implemented enhanced Child Safeguarding measures for all participating schools.
- 7.2. The Principal or their delegate will be required to sign off on the final performance which will be uploaded to our site.
- 7.3. Where a school wishes to participate in the Online streaming event, the final sign-off form will include a statement certifying that all students appearing in the video are cleared for participation in the online streaming event.

## 8. Adjudication and feedback

- 8.1. All performances which are entered in the adjudicated events will be adjudicated by a member of our internationally acclaimed panel.
- 8.2. Music Directors will be able to access the adjudication on the password secured login as is currently the case.
- 8.3. Once MDs have listened to the adjudication, they will have the option to make the recording available to students and parents in the password secured login section of the website.
- 8.4. All results will be recorded on our Festival website in the Results archive section of the website.

## General Conditions of Entry

**Please note:** These conditions refer only to the aspects of the entry surrounding the musical performance of the ensemble. There is a separate set of Terms and Conditions covering broader aspects of the Festival which schools must acknowledge when accessing the password protected members section of the ASBOF website.

### Entry Information

1. All Earlybird Online Entries and payment must be received by the Earlybird cut off dates indicated on the ASBOF Website, otherwise General Entry fees apply.
2. If a school requires a purchase order (PO) before finalizing their entry it is up to the school to request the PO from their accounts department, apply the PO at the checkout stage, and submit the entry.
3. If sending a cheque or money order the Ensemble Organiser/Ensemble Contact should print the invoice and attach it to the payment.
4. Confirmation of entry will be emailed upon receipt of entry fee. It is the responsibility of the school to ensure email information on the ASBOF website is accurate.
5. All entries and entry payment received after the Earlybird cut -off date will be liable to the General Entry fee as detailed on the ASBOF Website.
6. No entries will be received after the **Entries Close** date indicated on the Festival Website.
7. Entry fees are refundable according to the refund policy as outlined on the ASBOF website.
8. The Festival is open to school (primary or secondary) aged students only.
9. All performers must be enrolled students in the school for which they are performing.
10. The Festival GM reserves the right to request confirmation of student enrollment from the school principal for all students who perform.
11. Participants not complying with the Conditions of Entry will be asked to review their entry and will only be included in the Festival if the changes are accepted by the Festival GM.
12. Further instructions and information will be sent as soon as event scheduling has been completed.

### Performance Day Information (in-venue events only)

13. All ensembles are to report to the Festival Marshall upon arrival at the venue.
14. Ensembles will be allocated to a warm-up area at an appropriate time prior to performing on stage.
15. Primary school ensembles may have ONE parent to assist set-up on stage and remain in auditorium during performance. All other parents will be required to have a valid ticket to enter from backstage. There will be no exceptions to this condition.
16. Music Directors are advised that they should accompany their students on to the stage and assist with setting up in order to prevent time consuming rearrangements prior to the commencement of the performance.
17. **All ensembles must use the large percussion equipment provided on stage**, unless written permission has been granted prior to the event.
18. **Ensembles are not to warm-up on stage.** It is permissible for the Leader to give a customary tuning note prior to the MD entering the stage. For less experienced groups the MD may facilitate this process.
19. **There will be no adjudicator's bell between items.**
20. The Adjudicator will be able to view the ensembles, and therefore presentation coming on to the stage and on-stage presentation will be taken into consideration when determining the final grading.
21. Grants and Special Prizes will be decided by the Festival Organisers and their decision is final.

22. Each ensemble will have the choice to receive an award to recognise their achievement level.
23. Each primary aged student will receive a participation certificate.
24. Awards will be decided by the Adjudicator and their decision is final.
25. All decisions made by the Festival Organisers are final.

### **APRA/AMCOS Information**

- Schools entering students into this event acknowledge that their school is covered by three blanket licences:
  - APRA Schools' Licence: Public Performance of copyright music
  - AMCOS Schools' Licence: Photocopying and reproduction of copyright music
  - APRA/AMCOS/ARIA Schools' Licence: Music recordings and access
- These licences are administered through a school's peak governing body. For information on whether your school is currently licensed please contact: **print@apra.com.au**
- Under the photocopying licence schools are able to make a limited number of photocopies per original score that they own. All copies made for adjudicators are required to be submitted with the official ASBOF Music Info Cover Sheet which confirms that the school named on this form certifies the copy has been made from their own published edition of the musical work, in reliance of Clauses 10.8 and 18 of APRA/AMCOS "A Practical Copyright Guide to the Use of Print Music in Australia" Third Edition, 2006.
- The photocopy will be destroyed by the ASBOF at the conclusion of the performance.

### **Additional Music Information**

- There are no set works required to perform at the ASBOF.
- All ensembles are required to play an Australian Composition.
- Students are encouraged to arrive early to listen to other ensembles in their event, and they are encouraged to stay and hear the Adjudicators comments at the conclusion of the event.
- Adjudication packages must be picked up at the time of the award ceremony. Packages will NOT be posted unless prior arrangements have been made with the Festival GM. A fee may be applicable.
- There is an adult/concession admission charge to the venue.
- Tickets will be available online and at the venue for all events.
- The Frank Coughlan Premier Big Band Event may be ticketed separately.
- All children will be admitted free to all events, with the possible exception of the Frank Coughlan Premier Big Band Event (depending upon the venue).
- For all information regarding the ASBOF please contact the General Manager: [admin@asbof.org.au](mailto:admin@asbof.org.au)

### **Reminder**

There is a separate set of Terms and Conditions covering broader aspects of the Festival which schools must acknowledge when initially accessing the password protected members section of the ASBOF website. These Ts & Cs cover issues such as:

- Use of images and other Child Safeguarding issues
- Codes of Conduct

### **End of Online Entry Conditions**