

**Application Form**

**for Groups in London**

**Please complete this form to apply to the regional U Dance Platform (Sunday 18 March 2018) and U.Dance 2018 (11 – 14 July 2018). All groups applying must fill in the application below and supply a link to footage of the group and their performance piece.**

The deadline for applications is **Friday 12 January 2018.**

Please complete **all sections** of this form. Please complete this form in **type or if necessary with blank ink in BLOCK CAPITALS**.

For more information about the regional platform please go to: [https://www.trinitylaban.ac.uk](https://www.trinitylaban.ac.uk/take-part/projects/dance-events-and-platforms/udance-2017) or <http://www.greenwichdance.org.uk>

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| **Section A - Contact details** | | | | | |
| Name of Group/ Company |  | | | | |
| Name of Group Leader |  | | | | |
| Correspondence address  (Please put name of contact for administration purposes if different from above) |  | | | | |
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|  | | | | |
| Contact Tel. Number |  | | | | |
| Contact Mob. Number |  | | | | |
| E-mail Address |  | | | | |
| **Section B - About the Group** | | | | | |
| Where is the group based? | |  | | | |
| How often does the group meet? | |  | | | |
| How long has the group been working together? | |  | | | |
| What dance styles does the group perform? | |  | | | |
| Do any of the group leaders or dancers have any access requirements? | |  | | | |
| How many dancers are there in the group? (Max 30 dancers) | |  | | | |
| Please state the age range of your dancers  *\*Dancers should be aged 11-19 or up to the age of 25 if they have a disability* | |  | | | |
| **Section C - Equal Opportunities** | | | | | |
| **Ethnic Origin** | | | | | |
| Please list the ethnic origins of the young people in your group, along with the number of young people that consider themselves to be from that ethnic origin | | Ethnic Origin | | No. of young people | |
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| Prefer not to answer | |  | | | |
| **Disability** | | | | | |
| No. of young people in group who consider themselves to have a disability | |  | | | |
| Prefer not to answer | |  | | | |
| **Free School Meals** | | | | | |
| No. of young people in group entitled to free school meals | |  | | | |
| Prefer not to answer | |  | | | |
| **Section D – Regulation Requirements** | | | | | |
| What insurance cover do you have for your work with the group? | |  | | | |
| Chaperone/Licensing | | Please read thoroughly the guidelines for *Child Performers Licensing and Chaperones (pages 11 of the guidance notes)* | | | |
| Does the Group currently have the appropriate number of up-to-date local authority licensed chaperones? (i.e. 1 licensed chaperone per 12 members aged 16 and under) If you cannot provide the appropriate number of Authority Licensed Chaperones by the date of the national festival your group may be unable to perform. If you should need further guidance or assistance please contact Claire Eve on 020 7940 9800 | | YES NO | | | |
| If **yes** you will be expected to supply information of the chaperone licenses if selected. | | If **no** please ensure you begin the process of applying for licenses as soon as possible after selection as, it can take several weeks to process. | |
| **Section E – The National Youth Dance Festival: U.Dance 2018** | | | | | |
| *U.Dance 2018*  will take place from 11th to 14th July 2018, in Suffolk. | | | | | |
| Do you want your group to be considered for a place at U.Dance 2018? | | | YES NO | | |
| If yes and you’re selected for *U.Dance 2018*, how do you intend to raise the £145 per person to attend? | | |  | | |
| I confirm I have read the Application Guidelines produced by One Dance UK for *U.Dance 2018*, available from <http://www.onedanceuk.org/programme/u-dance/apply-for-u-dance-national-festival/> | | | YES NO | | |
| **Section F – About the Piece** | | | | | | |
| Title of piece | |  | | | | |
| Length of piece (between 2 and 7 minutes) | |  | | | | |
| Choreographed by | |  | | | | |
| Dance Styles Included | |  | | | | |
| Title of Music & Composer/Artist/Musician | |  | | | | |
| How are you supplying footage of your dance piece? | |  | | | | |
| Is there a password to view the dance film? If yes, please provide it. | |  | | | | |
| A description of the Company/Group/School (max 50 words): | | | | | | |
| Please describe the inspiration and concept behind the dance piece (max 50 words): | | | | | | |
| **Section G – DECLARATION** | | | | |
| I have read and understood the Information and Guidance Notes and have completed this form to the best of my knowledge | | | | |
| **Signed:** (we accept type) | |  | | |
| **Name:** | |  | | |
| **Date:** | |  | | |
| **Please tell us how you heard about**  ***[regional event name]*** | |  | | |

**Deadline for applications:** **5pm on Friday 12 January 2018. Any applications received after the deadline will not be considered.**

**Email to**: [r.denby@trinitylaban.ac.uk](mailto:r.denby@trinitylaban.ac.uk) (0208 305 9478) **Or post to:** U.Dance London Applications, FAO Rebecca Denby, Trinity Laban, Creekside, London, SE8 3DZ.

**GUIDANCE NOTES FOR FILMING AND SUBMITTING YOUR FOOTAGE**

As part of your application process, we require groups to send both a written application and digital or DVD footage of their piece by Friday 12 January. We do not expect to see complete, polished pieces of work however we would like to view your piece as near to finished as possible. Groups will be judged on the criteria for the dance piece and not the quality or edit of their footage, however please follow these Do’s and Don’ts to ensure that your footage shows your dance piece as best it can.

Please note that the panel will be assessing the dance piece on the footage supplied and so it is important to show your dance piece and group in the best possible way.

**HOW TO SEND YOUR FOOTAGE**

There are a few options for how to send your footage to us:

* URL link (e.g YouTube link or Vimeo link)
* DVD (Please make sure that your DVD plays before sending)
* Digital file (Using We Transfer. Go to [www.wetransfer.com](http://www.wetransfer.com) and follow the

instructions using the email above)

Please use the Do’s and Don’ts to help you make sure that you give your group and dance piece the best possible chance with our panel.

**FILMING YOUR DANCE PIECE**

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| **Do’s** | **Don’ts** |
| **Do** make sure that your dance piece and group are well lit and so clearly visible. | **Don’t** film in the dark. |
| **Do** make sure that you film the piece in is a clear space (no bags or chairs around the edges). | **Don’t** distract the panel with clutter in the room - they may be mistaken for props. |
| **Do** make sure that your full group are present on the day of filming (or as close to all). | **Don’t** film a piece that should have 20 dancers with only 2 present. |
| **Do** make sure that the music can be heard. | **Don’t** use a phone to play music out of whilst filming - a sound system/stereo is much better. Don’t have the public chatting in the background. |
| **Do** make sure that you film the piece from the front. | **Don’t** film the piece from the side or back of the dancers. |
| **Do** make sure that when played on a PC the footage plays the correct way up and not on its side (you may need to change the orientation that you film it). | **Don’t** forget to test this – you’d be surprised how many times we watch footage with our heads at a funny angle! |
| **Do** try to make sure that the piece is as close to finished as possible. Although we do understand that some dance pieces may be ‘works in progress’ when you apply. | **Don’t** just submit small clips of the piece on their own- it is hard for the panel to picture what the final piece will look like if they only seen this and have no information about what the finished piece will look like. |
| **Do** back up your application with notes and information about the piece. This could include what your plan is for the rest of the piece, what the costumes will look like, how the piece will be staged, how the piece fits together. | **Don’t** forget to help our panel picture what it will look like when finished if submitting an unfinished or ‘work in progress’ piece. |
| **Do** make sure that there is a clear start and clear finish | **Don’t** have the dancers stood chatting casually at the back (unless this is part of your piece) |

**SUBMITTING YOUR DANCE PIECE**

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| **Do’s** | **Don’ts** |
| **Do** check that your DVD, URL link of file works before sending | **Don’t** just send it in without checking it works |
| **Do** check that we have received your footage/application if you do not hear from us. | **Don’t** feel like you are pestering us, we would rather make sure that all applications come through successfully. |
| **Do** send any passwords that we need to be able to view your URL link (if a private YouTube link) | **Don’t** make your footage so private that our panel cannot watch it |
| **Do** label your DVD (not just on the CD case), Digital file or clip | **Don’t** leave it to us to guess which is your piece |
| **Do** call us if you have any questions | **Don’t** let footage submission stressful and confusing |