

69th Hong Kong Schools Speech Festival (2017)

Pre-competition Reminder

Date : 6 November 2017

The 69th Hong Kong Schools Speech Festival is to commence soon. Only with the co-operation of multiple parties can the Speech Festival run smoothly. Please inform the Solo Class and Duo Class competitors, and their teachers / parents as well as the Group Class competing team and the teachers / staff accompanying the Group Class competitors the full content of this notice.

Competitors must bring with them the required valid documents when they attend the competition(s). They must study and observe the Rules and Regulations as well as the class descriptions in the Syllabus which are an integral part of the Rules and Regulations. If they are found to have violated the Rules and Regulations, whether before, during or after the competition, the violation may result in:

- (i) disqualification - the competitors are not permitted to participate in the competitions; or
- (ii) the competitors may participate in the competitions and be given comments, but they will not be awarded any marks or certificates; or
- (iii) the competitors may participate in the competitions but the marks will be affected.

1 Documents Required When Attending Competition

Competitors must bring with them the Competition Notifications (see item 1.1) and the specified identification documents (see item 1.2) when they attend the competition(s); if it is a Group Class, the competing team should submit a completed Competitors' List (Group Classes) (see item 1.3) as well. If the said documents are not presented to the Festival assistants before the competitors / teams perform, the competitors / teams will only be given comments. Neither marks nor certificates will be awarded to them.

English Speech Group Classes include Harmonic Speaking (Classes 90-99), Choral Speaking (Classes 104-122), Public Speaking Team (Classes 198-201), Words and Movements (Classes 202-205), Thematic Group Speaking (Classes 206-208), Improvised Dramatic Scenes (Classes 209-211), Dramatic Scenes (Classes 219-222) and Rehearsed Original Scene (Classes 228-230).

1.1 Competition Notifications (CNs)

- If members have not yet collected the Competition Notifications (CNs) from the Association, they must do so as soon as possible and distribute the CNs to the students concerned before they attend the competitions. To collect CNs, members must present their valid original membership card. In no way can any materials downloadable from the Association website, including Entry Form Receipts, take the place of the CNs.
- In case of loss of a CN, members can collect a replacement CN at the Association. To do so, please provide the Reference Number (or the name and the Class Number) of the student concerned and present the valid original membership card.

1.2 Identification Documents

- Competitors must bring with them their student ID cards / student handbooks / Hong Kong ID cards / travel documents for verification of their identity. **These documents must be original and bear a recent photo of the holder.**
- The Hong Kong juvenile ID card does not bear a photo of the holder. As such, it is not an acceptable identification document at the Festival.
- If none of the four identification documents bears a recent photo, competitors must contact their school / the member that entered them to the Festival **immediately**. School / member should contact the Association to find a solution before **13 November**. This is to ensure that the competitors can produce identification documents acceptable to the Association at the competition.
- A Group Class competing team should gather the said identification documents of the whole team beforehand and present them in one batch to the Festival assistants for verification before the team performs. Even if there is only one member of the team who cannot present his or her identification document, the team will only be given comments. Neither marks nor certificates will be awarded to the team.

1.3 Competitors' List (Group Classes)

- Competing teams should submit a Competitors' List (Group Classes).
- School Members can download a blank list in Member's Area or page of Speech Festival from the Association website for use. The completed list must bear the signature of the school principal / the responsible teacher and the school chop.

2 Admission Rules

- 2.1 The rules on admission to the competition venues will be strictly enforced to minimise the distraction to the competitors.
- 2.2 Competitors of Solo Classes, Duo Classes and Public Speaking Team Classes can each be accompanied by a maximum of one adult (either a teacher or a parent).
- 2.3 For Group Classes, each competing team can be accompanied by a maximum of five teachers / staff members.
- 2.4 Please refer to Point 3.5.1 of the Rules and Regulations for all the rules on admission to the competition venues.

3 Declaration of Body Temperature

- 3.1 At the height of influenza season, the persons who attend a competition (including competitors and their accompanying teachers or parents) have to make body temperature declaration before admission to a competition venue. It is advisable for them to take their body temperature and complete the declaration form before arrival. Failure to do so may lead to delay in admission to a venue.
- 3.2 For Solo Classes and Duo Classes, competitors and their accompanying teachers / parents should use the declaration form printed on the back of the CNs. For Group Classes, members of a competing team and the teachers / staff members, accompanying the team should all make their declaration on the same Competitors' List (Group Classes).

- 3.3 Anyone listed on the “Competitors’ List (Group Classes)”, including non-competitors and competitors, whose body temperature are above 37.5°C or 99.5°F will not be admitted to the competition venue and the team will not be able to compete / perform. In case of doubt, the Festival assistants may require the person to re-take his / her body temperature at the venue entrance.

4 Competition Arrangements Under School Suspension

- 4.1 In the case of school suspension during the Festival period resulting from epidemic disease outbreak or adverse weather, the Association will adopt the competition arrangements given in Annexes 4 to 6 to the Rules and Regulations accordingly.
- 4.2 Some competitions are held on school premises. If school suspension due to epidemic disease outbreak or adverse weather is enacted, some of the schools may not be able to open their premises for the competitions. The competitions to be held at such school(s) have to be cancelled. Should that be the case, please visit the Association website for the information about the affected competitions.
- 4.3 In the case where a competition is cancelled or a competitor decides not to attend a competition, neither alternative arrangement (such as re-scheduling of the competition, re-allocating the competitor to another group, etc.) nor refund of the entry fee will be made.

5 Other Issues

- 5.1 For fairness and the smooth running of each competition, all parties present at the competition have to observe the Rules and Regulations. When someone breaks a rule, the adjudicators and Festival assistants will strictly enforce the Rules and Regulations. Competitors and the accompanying teachers / parents should be fully co-operative.
- 5.2 The Association is thankful to the organisations and schools that open part of their premises for Festival use. For the sake of other users on the premises concerned, all parties are urged to be well disciplined at any parts of the premises. They should also keep quiet and keep the place clean.
- 5.3 Rearrangement of any setup and facilities is prohibited. The Association reserves the right to claim compensation from those who damage the venue facilities.
- 5.4 Please direct all enquiries at the Association and never contact the organisations or schools providing a competition venue.

- The Association website: www.hksmsa.org.hk

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