

# **CALISTHENIC ASSOCIATION OF SOUTH AUSTRALIA INC.**

## **GENERAL TEAM COMPETITION RULES & PROCEDURES**

**(To be read in conjunction with ACF Rules & Policies)**

*For*

# **2021**

*Effective 1<sup>st</sup> March 2021*

## Definitions

*Any words defined in the Association Constitution have the same meaning in these Rules. These Rules are of immediate and continuing effect.*

*“**A.C.F.**” means the Australian Calisthenic Federation.*

*“**Approved**” means that a person is the holder of a Working with Children Check and that the person has been acknowledged by the Association Member Protection Information Officer as being suitable to be appointed to and/or remain in a position.*

*“**Association**” means the Calisthenic Association of South Australia Inc.*

*“**Association State Team**” means any team selected under the Association’s rules to represent the Association as the official state team for Eisteddfods, regardless of grading or age group. There may be more than one Association State Team.*

*“**Competitive affiliated Club**” means an affiliated club that has entered a team or teams in the Association’s State Championships that year.*

*“**Competitive team**” means a team whose entry has been accepted by the Association to enter the State Championships that year.*

*“**Country Club**” means a Calisthenic club as defined by the Constitution.*

*“**Current Working with Children Check**” means that a period of not exceeding three years from the Certificates date of issue has passed, or in the case of a teacher who is registered with the Teacher’s Registration Board of SA – 3 years from the date of the criminal record check listed on the registration certificate.*

*“**Eisteddfod**” means any Calisthenic competition, championship, event, performance or eisteddfod, however described.*

*“**Participant**” means Affiliated Associations, Affiliated Clubs and any of their members, coaches or officials, including Participating Members.*

*“**Participant Team**” means a Calisthenic team organised or coordinated by a Participant.*

*“**Representative Team**” means any CASA National or State team, and any other approved CASA team.*

*“**Screening**” means a screening to work with or in close proximity to children undertaken by the authorised SA Government screening unit.*

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The CASA 2021 Rules have been split between 2 documents this year. *Competitions* and *Club rules and Policies*. Both have have been renumbered and reformatted so please check carefully to ensure you are within the rules.

Noteable changes are to the following rules  
Rule 15 Number of teams and team Members  
Rule 12.25 Throwing Articles

## 1. Age Limits

1.1. The following age sections/limits shall apply:

Non-Competitive Tinies	3 – 7 years
Competitive Tinies:	5 – 7 years
Sub Juniors:	8 – 10 years
Juniors:	11 – 13 years
Intermediates:	14 – 17 years
Seniors:	18 years & over (no maximum)
Masters:	26 years & over (no maximum)

1.2. Unless specified otherwise in another rule, ALL ages are as at 31<sup>st</sup> December.

## 2. Entry Forms

2.1. Entries and Entry forms are subject to terms and conditions. Please ensure these are read and understood.

2.2. All entry forms will be submitted electronically and must be received by the dates specified.

**UNLESS SPECIFIED OTHERWISE RULES 3 TO 12 INCLUSIVE SHALL APPLY AT ALL COMPETITIONS AND DEMONSTRATIONS.**

## 3. Chairperson

3.1. The Chairperson (or Stage Manager if appointed) shall be the sole arbiter and director for all backstage rules outlined in the ACF & Association Rules.

3.2. All persons must comply with any direction given by the Chairperson (or Stage Manager if appointed).

3.3. The Chairperson (or Stage Manager if appointed) shall report the circumstances of any non-compliance with rule 3.2 to the Committee of Management.

3.4. Where a Chairperson and Stage Manager are appointed, the Stage Manager shall assume responsibility pursuant to clause 3.1.

## 4. Side Stage Access

4.1. An approved Level 1 Coach must be always present side stage when a team or competitor(s) are competing on stage.

4.2. The following persons in addition to a Level 1 Coach are permitted side stage during competitions:

4.2.1. Approved Trainee Level 1 Coaches; and

4.2.2. An approved assistant accompanying the above.

4.3. For the **control of access**, unless directed otherwise by the Chairperson:

4.3.1. Competitors, coaches and assistants shall only access the side stage area from the Opposite Prompt (OP) side 'green room'.

The 'green room' is accessed via the external metal staircase at the rear of the theatre and is located above the dressing room toilet area. Entry to the 'green room' is via the landing and is through the 1<sup>st</sup> door on the right. The 2<sup>nd</sup> door is for photography, stage properties and in some circumstances exiting side stage.

There is no access for coaches or competitors to the side stage via that 2<sup>nd</sup> door.

4.3.2. Competitors shall only access the OP side stage area when directed to do so via the red/green indicator lights located above the side stage door.

4.3.3. Competitors shall not enter the OP side stage area or open the door whilst the red indicator light is illuminated.

From time to time, for safety reasons, there may be short delays after a team departs the side stage area until the red indicator light is extinguished and replaced by the illuminated green light permitting persons to enter. This may occur while stage dressing is being removed and/or set on stage or when cleaning or maintenance is occurring.

4.3.4. All persons accessing the 'green room' shall always remain quiet whilst the red indicator light is illuminated.

4.4. Side Stage is defined as the OP side (audio system side) and Prompt side (dressing room side) and includes behind the rear curtain and in between the stage curtain legs.

4.5. Access to the stage, side stage and dressing room areas is not permitted from the auditorium.

4.6. All backstage personnel must be pre-registered and have the relevant Government checks. Once signed in all personnel must wear relevant identification as provided e.g. wristband, lanyard.

## 5. Coaches Accreditation

5.1. Approved Level 1 Coaches and Trainee Level 1 Coaches must show the appropriate badge and a form of photo ID to be permitted access to the side stage area. Only then will they be given their backstage identification.

## 6. Recording of Competition

6.1. All State Championships (teams and solo/duos) shall be recorded by the CASA appointed video camera operator.

6.2. All such recordings may be used by the competition adjudicator(s) for reviewing any item and be used by the Committee of Management in the case of resolving any right of review.

## 7. Side Stage Assistants

7.1. The number of approved side stage assistants must not exceed eight (8) (not including the coach or assistant coach, but including any persons present to handle stage dressing).

### **Penalty: 10-point deduction**

7.2. Approved side stage Assistants must comply with the following:

7.2.1. Are not permitted to stand side stage, except in the item(s) that they are required for.

7.2.2. Will leave the side stage area, if necessary, during the item, when they have performed the duties they were required for.

7.2.3. Are not permitted to enter the side stage area through the entrances of the auditorium.

7.2.4. Must enter and leave via the entrance to the stage dressing storage area on the

OP (audio system) side.

7.2.5. Are **not** permitted to stand in the stage curtain legs, unless they are performing the duties for which they are required, (i.e. handing items on/off stage), and

7.2.6. They shall not prompt.

**Penalty: 10-point deduction**

7.3. A registered participating member may assist backstage with centre back curtains, subject to sub-rule 8.

## **8. Backstage attire**

8.1. Approved side stage Assistants, Back Stage crew, Coaches and Coaches Assistants (if they are performing centre back entry or exits or handing items on/off) shall wear dark clothing and dark footwear.

## **9. Visibility of Coaches**

9.1. Coaches presenting teams shall always remain on the carpeted area on the OP side and remain within clear view of the Chairperson from the Chairpersons' normal position at the audio system.

9.2. This shall not apply at any time when the coach is required to perform centre back entry or exits or hand items on/off stage.

9.3. Coaches and assistants side stage when performing the duties of a side stage assistant shall comply with Rule 7.2.5 and 7.2.6.

## **10. Stage Safety**

10.1. Forward of the proscenium arch, the stage area is marked by a continuous line. For safety reasons, competitors must remain completely inside the lines.

**Penalty: 10-point deduction**

10.2. The above penalty shall not apply when a competitor is recovering a dropped rod or club.

10.3. The stage area forward of the arch is that area behind the front tape and inside the side tape.

## **11. May Competition**

11.1. The front curtain may be used for entry and exit with all items.

11.2. Normal competition lighting applies to Intermediate and Senior age sections. For all other age sections, the only lighting permitted is a Black out at the start and finish of a "fancy" item. The minimum number of participants in any item is four (4).

11.3. Notwithstanding anything else contained within this rule or any other rule, other than at opening or closing, a team must present with and maintain a minimum of four (4) competitors on stage to be deemed competitive.

11.4. Time limit rules issued by the ACF will apply to all items. Normal timing penalties will be incurred for breaches of the time limit rules.

11.5. Uniform – Plain Black Leotard, no added trims, sequins or beads. Black or flesh tights and a plain black crossover are optional. Aesthetic skirts or plain folk practice skirts permitted.

**Penalty: 10-point deduction**

- 11.6. Footwear rules issued by the ACF will apply to all items.
- 11.7. Stage Dressing is not permitted in any items in any section.
- 11.8. There shall be no Tinies demonstration or competition at May competitions.
- 11.9. Entry into this competition is compulsory for Metropolitan clubs to be eligible to enter and compete in the Association State Championships that same year.

**12. State Championships**

To be eligible for the State Championships, an affiliated club must have complied Rule 11.9.

The following rules apply to the Association State Championships, **and except as provided for in Rule 11 also apply to the May competitions.**

**12.1. Entry Conditions**

Refer to Entry Forms for State Championships for closing dates, entry fees and any other conditions. Additional fees apply for late entry. Entry dates must be adhered to or further fees and penalties may apply.

**12.2. Registrations**

See Application for Affiliation.

**12.3. Team Lists**

12.3.1. Team Lists must be received by CASA not less than 14 days prior to the commencement of a team's age section.

12.3.2. Team lists shall only be submitted electronically on the form provided.

12.3.3. No alterations are permitted to team lists after submission except as allowed below:

12.3.3.1. To remove a member who is suffering illness, injury or who will be absent; and/or

12.3.3.2. To add an additional member to the list.

12.3.4. An administration fee, payable by the Club, shall apply for team lists received late.

12.3.4.1. List received 7 to 13 days before competition: \$50.00

12.3.4.2. List received less than 7 days before competition: \$100.00

12.3.5. A team cannot compete unless a team list has been submitted.

**12.4. Music**

12.4.1. Digital media to be used in that day's/night's competition must be uploaded to MyStage not less than seven (7) days before the scheduled commencement of competition.

12.4.2. After the commencement of competition, no other digital media may be used

except where there has been an equipment or media failure. Any backup media (if available) may then be used.

12.4.3. Digital Media must be clearly marked as specified in rule 16(17)(1)(b).

**Note:** that the chairperson may reject any digital media not correctly marked.

12.4.4. CASA is not responsible for incorrect labelling.

12.4.5. Cassette tapes are not permitted.

12.4.6. Digital media includes: CD, DVD where a DVD is required for DLP purposes and other devices such as USB sticks etc as advised by CASA.

12.4.7. Coaches should check the compatibility of their digital media type with CASA prior to their submission.

## 12.5. **Over Age Competitors**

Over-age competitors will not be allowed to participate in any section except as allowed by Rule 13.

**Penalty: DISQUALIFICATION**

## 12.6. **Underage Teams**

A complete underage team cannot compete in a higher age section.

**Penalty: DISQUALIFICATION**

See sub rule (10) for team composition requirements.

## 12.7. **Competing more than once**

12.7.1. A competitor shall not compete more than once in any item in any age section.

**Penalty: DISQUALIFICATION**

12.7.2. ACF Rule 1.5e prohibiting a competitor or team from competing in two (2) age sections in the same item shall not apply to the CASA State Championships or May Competition.

## 12.8. **Working Up**

12.8.1. A competitor shall not work up more than one age section.

**Penalty applies**

12.8.2. This rule shall not apply if the competitors club has not entered a team in the next age section, in a competition.

12.8.3. If 12.8.2 applies, then a competitor shall not work up more than two age sections.

**Penalty applies**

12.8.4. A seven (7) year old Tinie (as at 31<sup>st</sup> December) may work up in Sub Juniors.

12.8.5. Working up into Masters is prohibited.

## 12.9. Minimum Number

- 12.9.1. Teams with less than the minimum number will incur a penalty of five (5) points (Breach of Rules) in accordance with ACF Rule 1.6b.
- 12.9.2. Notwithstanding the ACF rule specifying that Teams with more than two (2) less than the minimum number are not permitted to perform, any team presenting with more than two less than the minimum number may still participate but shall be non-competitive.
- 12.9.3. The minimum number of participants is determined as below:
- 12.9.3.1. Where a club only enters one team in an age section, then a minimum number is not specified.
- 12.9.3.2. Where a club enters multiple teams in an age section, the minimum number for all teams other than the lowest team is eight (8) and the minimum number for the lowest team is four (4).
- 12.9.4. Where a minimum number is not specified, the actual minimum number applicable to a team for an item shall be as follows:
- 12.9.4.1. If there are less than 8 persons indicated on the team sheet as participating in the item, then the actual number of participants indicated shall be the minimum number, and
- 12.9.4.2. If there are 8 or more persons indicated on the team sheet as participating in the item, then the minimum number for that item is 8.
- 12.9.5. Notwithstanding anything else contained within this rule or any other rule, other than at opening or closing, a team must present with and maintain a minimum of 4 competitors on stage to be deemed competitive.

See Rules 12.11 and 12.13 for exclusions from minimum number requirements.

## 12.10. Team Composition

- 12.10.1. Where a club enters more than one team in any age section, then only participants of true age for that age section are permitted in the first team.
- Penalty: DISQUALIFICATION**
- 12.10.2. Where a club enters only one team in an age section, then that team must have at least one competitor of true age.
- Penalty: DISQUALIFICATION**
- 12.10.3. Where a club enters a second or subsequent team in an age section and the team is to include under-age participants, the following shall apply:
- 12.10.3.1. An under-age participant must only compete in the lowest ranked team.
- Penalty: DISQUALIFICATION**
- 12.10.3.2. There must be at least 4 true aged participants in any team, when the number in the team exceeds 8 the team must be comprised of half true age competitors.

**Penalty: 5-point deduction**

## 12.11. Injuries and Illness etc

The following applies to members with an injury or illness:

- 12.11.1. Competitors appearing with an existing injury or illness, do so at their own risk as their **INSURANCE WILL BE NULL AND VOID**. The Association actively discourages members from participating while injured or unwell.
- 12.11.2. If a member sustains an injury during an item and that member leaves the stage area, then they shall not be counted for the purposes of minimum number unless that member returns to the stage area during that item.
- 12.11.3. Any member who has sustained an injury during the competition and who subsequently fails to appear in the next programmed item that they are on the team list to appear in, shall not be counted for the purposes of minimum number for that item or any subsequent item.
- 12.11.4. Any member not so counted for the purpose of minimum number shall not be permitted to compete in any further item.
- 12.11.5. If a member competes when not permitted to do so, then the team shall be **disqualified** from every item the member competed in.
- 12.11.6. This rule applies at all times, notwithstanding that the number of team members does not drop below the minimum number of competitors allowed.

## 12.12. Pregnancy

- 12.12.1. Competitors are not encouraged to compete after the fifth month of pregnancy and do so at their own risk.

## 12.13. Non-attendance

Non-attendance for any reason including injury or illness on the day of the Competition, which leaves a Club or team with less than the minimum number of participants, is not a reason for the Club or Team to compete without Penalty. However the following shall apply:

- 12.13.1. An absentee will not be counted for the purpose of determining minimum number upon production of a medical certificate signed by a legally qualified medical practitioner.
- 12.13.2. Alternatively, a club in circumstances where it is impractical to have obtained a medical certificate can complete the appropriate CASA form (attachment D) certifying that a member due to circumstances will be absent.  
**Note:** At least three (3) members of the committee of management and who are present at the competition must agree that the circumstances certified justify the lack of a medical certificate before the circumstances can be accepted.
- 12.13.3. Members referred to in medical certificates or on the certification form shall not be permitted to compete in any item.
- 12.13.4. If a member competes when not permitted to do so, then the team shall be **disqualified** from every item the member competed in.

## 12.14. Tinies Section

- 12.14.1. Age Limit: Seven (7) years and under.

Minimum age to participate is three (3) years old as at 31<sup>st</sup> December.

- 12.14.2. Tinies under five (5) years of age as at 31<sup>st</sup> December cannot be competitive (i.e. for demonstration only).
- 12.14.3. A seven (7) year old Tinie may work up in Sub Juniors. See also working up rule.
- 12.14.4. Tinies competition shall only be four (4) items, which shall be March, Exercises, Rods and a dance item (as advised).
- 12.14.5. Tinies do not have to appear in all items.
- 12.14.6. There is no aggregate result applicable to the Tinies competition.

**12.15. Centre Back entry/exit:**

- 12.15.1. Only two (2) competitors at any one time may enter or exit through the black/back curtain in any item.

**Penalty applies**

- 12.15.2. From 1<sup>st</sup> January 2010 ACF Rule 1.1(e)(iv) shall apply, and the Standard back curtain may not be brought forward of the taped markings on the floor.

**12.16. Cyclorama**

Intentional contact with the Cyclorama (the painted wall at the rear of the stage area) shall incur disqualification.

**12.17. Music Equipment**

- 12.17.1. A digital media player will be provided for all sections subject to the following:
  - 12.17.1.1. Coaches are to provide their own digital media and should check that their media type is compatible.
  - 12.17.1.2. Digital media must be clearly labelled.
- 12.17.2. Digital media includes CD/DVD and USB.
 

**Note:** The CD player is MP3 compatible. Cassette tapes are not permitted.
- 12.17.3. Live music accompaniment from side stage is not permitted.
 

**Note:** Tambourines and other aids used by a coach side stage are not classified as live music.

**12.18. Lighting**

- 12.18.1. A maximum of 12 cues or less per item. Refer to lighting cues matrix below.

	<b>Number of Cues</b>			
	<b>Live Call No DLP</b>	<b>Live Call with DLP</b>	<b>Preplotted No DLP</b>	<b>Preplotted with DLP</b>
<b>Comp Tinies</b>	8	6	12	12
<b>Sub Juniors</b>	8	6	12	12
<b>Juniors</b>	8	6	12	12
<b>Inters</b>	8	8	12	12
<b>Seniors</b>	8	8	12	12
<b>26 &amp; Over</b>	8	8	12	12

12.18.2. Only theatre provided stage lighting may be used.

**Penalty applies**

12.18.3. Side (wing) lighting is not permitted. Penalty applies.

**12.19. Balloons**

12.19.1. Helium filled balloons are not permitted on stage at any time.

**Penalty applies**

**12.20. Smoke Machines**

12.20.1. Not permitted.

**12.21. Damage**

12.21.1. Clubs shall be responsible for any damage caused to the stage floor or to the cyclorama during the setup or removal of stage dressings, including making good the damage and repainting the area concerned to an acceptable standard.

**12.22. Stage Dressing etc.**

12.22.1. **Notwithstanding the definition of stage dressing in ACF Rule 1.1i**, stage dressing for the purpose of this rule includes items introduced to the stage area at any time.

12.22.2. Stage dressing must comply with this rule and Attachment A and B.

12.22.3. Stage dressing shall not be permitted to be set (placed on the stage) behind the black rear curtain for team items.

12.22.4. For Senior Minimal Rules the following applies:

12.22.4.1. Each team may have stage dressing in three (3) items only.

12.22.4.2. The items to incorporate stage dressing shall be nominated on the competition entry form.

12.22.4.3. A team shall be disqualified if stage dressing is used in any item not nominated or used for more than 3 items.

**12.23. Flies**

Not permitted.

**12.24. Footwear to be worn at rear of Theatre**

12.24.1. All competitors and coaches are required to wear footwear at all times when accessing the rear of the theatre. Persons will be refused access if footwear is not worn.

**12.25. Throwing articles**

12.25.1. Nothing is permitted to be thrown from the stage area to any area on or off stage, including into the audience. This includes glitter, rose petals, feathers, streamers, sequins and cellophane.

**Penalty: 10-point deduction**

## 12.26. **Aggregate Trophy**

- 12.26.1. ACF rule 1.2 – to be eligible for the aggregate a club's first team or a club's only team in an age section must compete in all items programmed.

## 12.27. **Penalties**

- 12.27.1. Where a penalty is provided within Rule 12, each rule breached unless specified otherwise will be penalised by a deduction of 10 points except for minimum number (5 points).
- 12.27.2. Penalties apply in addition to ACF rule breaches except where the ACF rule and CASA rules are duplicated, in which case a penalty shall only be applied once.

## 12.28. **Dressing Room**

- 12.28.1. Clubs shall be responsible for keeping their designated area clean. Clubs may be charged a cleaning fee or areas left in an unacceptable condition, including dirty marks, makeup or lipstick on walls, mirrors etc.

### **Minimum cleaning fee \$250.00**

- 12.28.2. It shall be the responsibility of the club to check their designated area for cleanliness upon arrival and bring to the attention of the dressing room supervisor any marks or damage. Clubs not complying with this requirement shall be deemed to have caused any marks/damage etc.

## 12.29. **Photography Restrictions**

- 12.29.1. There shall be no photography of any kind in any designated dressing room or warm up area adjacent to the dressing room including still, flash and video taken by any device including cameras or mobile phone.

### **Penalty: \$300 minimum** (This penalty may not be reduced or mitigated)

- 12.29.2. If any person including a participant, coach, helper or parent breaches this rule, the club shall be deemed responsible for the taking of the photograph, regardless of whether the club had taken steps or not to prevent the taking of photographs.

## 12.30. **ACF Disability Notification Form** (advice of competitor with a disability)

Must be submitted 30 minutes prior to commencement of the competition.

## 12.31. **Application of ACF Minimal Rules**

The ACF minimal rules (as varied by these rules) shall apply to Senior Section.

## 12.32. **Stage Dressing Setup & Removal Time**

- 12.32.1. For the purposes of ACF rule 1.9(a)(ii) the following time limits shall apply in relation to Fancy items:

12.32.1.1. Set up – three (3) minutes; and

12.32.1.2. Removal – three (3) minutes.

- 12.32.2. For the purposes of ACF rule 1.9(a)(iii) the following time limits shall apply in relation to minimal rules items:

12.32.2.1. Set up – three (3) minutes; and

12.32.2.2. Removal – three (3) minutes.

**Note:** Any breach of ACF rule 1.9 will incur a timing penalty. This includes clearing of any item that may have been used during the item e.g. glitter, confetti, rose petals, feathers, streamers, sequins and cellophane

### 12.33. Masters Competition

12.33.1. A Masters competition may be run in conjunction with the State Championships each year.

12.33.2. Where a Masters competition is conducted the following shall apply:

12.33.2.1. Team members must be 26 years of age or older.

12.33.2.2. Items will be as advised for each competition.

12.33.2.3. There shall be placings only for individual items and NO aggregate points.

12.33.2.4. To be eligible for the competition, teams must be entered in at least 3 items.

12.33.2.5. Time limits as per ACF rules.

12.33.3. Entries into any Masters competition will only be accepted from:

12.33.3.1. Affiliated clubs who have members registered in any age section including Masters; or

12.33.3.2. Affiliated clubs consisting solely of members who are registered as Masters.

**Note:** Pursuant to Clause 5 of the Constitution, only Clubs & Associations may affiliate with CASA – affiliation does not and cannot be extended to teams.

12.33.4. To be eligible for entry, any standalone Masters team must affiliate themselves with or amalgamate with a CASA affiliated club and the members who are Masters must register at the club the team affiliates or amalgamates with.

12.33.5. A masters team entered by an affiliated club may nominate and be recorded in any official competition programme under an assumed name which may or may not include the affiliated clubs name. Any assumed team name is to be included on the entry form.

## 13. Special Rule: Age Limits

(This rule is made in accordance with the ACF Disability Policy and ACF flexible rule for Ages)

The following shall apply to any competition or demonstration:

13.1. Where a participating members actual age places them in one age section and their medically assessed mental age would place them in a lower age section then that member may be registered in and compete in that lower age section.

13.2. For the above to apply, the committee of management must be supplied with a brief written request from the club accompanied by any supporting medical documentation.



- 15.2. Each team is limited to one (1) coach and one (1) assistant in the dressing room.
  - 15.2.1. Tinies and Sub Juniors may have one (1) additional assistant.
  - 15.2.2. For the purpose of dressing room numbers a trainee level one (1) coach will be counted as an assistant.
  - 15.2.3. No variations to maximum numbers will be allowed by CASA.

## **16. Access to rear of Theatre**

- 16.1. Access to the rear of the theatre shall be controlled by a person allocated that role.
- 16.2. Unless specifically allowed, no person other than 'approved' persons shall be allowed access.
- 16.3. Only the following persons shall be permitted access to the rear of the theatre during CASA competitions:
  - 16.3.1. Rostered Members of the Committee of Management;
  - 16.3.2. The Member Protection Information Officer;
  - 16.3.3. Theatre staff;
  - 16.3.4. Lighting technicians;
  - 16.3.5. The official photographer and staff (if any);
  - 16.3.6. Adjudicators;
  - 16.3.7. Approved Competition Secretaries;
  - 16.3.8. Pre-registered approved Dressing Room supervisors;
  - 16.3.9. Competitors competing in that competition session;
  - 16.3.10. Approved Coaches of competitors competing in that competition session;
  - 16.3.11. Approved assistants of teams competing in that competition session;
  - 16.3.12. Pre-registered approved persons acting as Club Volunteers e.g. persons assisting at that competition with stage dressing; and
  - 16.3.13. Sponsors, Patrons etc (generally accompanied by other officials).

## **17. No Access to the Dressing Room**

- 17.1. Male persons (including staff) are strictly prohibited from entering or remaining in the dressing room once the dressing room has been opened to competitors (approximately one (1) hour before competitions) and until such time as the dressing room has been vacated by all competitors.
- 17.2. Participating members who will be assisting side stage with "hand accessories" etc will not be permitted in the dressing room unless they are listed on the team sheet as a competitor.  
  
(Refer also to CASA Rule 4 for methods of access etc).

## 18. Access Passes

- 18.1. All persons permitted to access the rear of the theatre, other than those with Limited access or accompanied by CASA officials shall wear an access pass in accordance with this rule.
- 18.2. Access passes shall be available for collection on the day of competition not more than 60 minutes before the scheduled commencement time of the competition.
- 18.3. To ensure passes are available, Clubs should notify CASA of the names of all persons requiring access passes at least three (3) working days before the club is due to compete.
- 18.4. Passes will only be issued to persons who hold a current working with children check.  
**Note:** Coaches who hold an ACF accreditation card must comply with all CALSAC requirements.
- 18.5. Volunteers who will access the rear of the theatre must sign in and collect their access pass personally.
- 18.6. Pre-arranged access passes will be available for collection from the competition secretary or their delegate. Last minute access passes may not be available in a timely manner, if at all.
- 18.7. Passes other than those issued to members of the Committee of Management shall be valid on the day of issue only.
- 18.8. Persons shall only wear the access pass that has been issued to them.
- 18.9. An access pass shall be clearly visible at all times.
- 18.10. Any person not wearing an access pass in accordance with this rule shall be required to leave the dressing room, rear of theatre, or back/side stage area immediately.

## 19. Graceful Solo Competitor Competition

- 19.1. Refer to Entry Forms for Graceful Competitor closing dates, entry fees and any other conditions. Late Entries are not permitted.
- 19.2. All persons entering this competition shall comply with the following:
  - 19.2.1. Sub Junior, Junior and Intermediate competitors shall compete in all items in previous year's CASA State Championships. Unless not registered in previous year. Eg: new to sport.
  - 19.2.2. Senior competitors (under 26 years) shall compete in at least three (3) items at that year's CASA State Championships.
  - 19.2.3. Participants (26 years and over) can be a minimum of Level 1 coach, or a participating member.
  - 19.2.4. Where a competitor does not compete in all required items at that year's CASA State Championships then they will be ineligible for the following years' Graceful Calisthenic competitions, provided that such non-appearance in the State Championships was due to an injury or other medical grounds or other just cause, which is accepted by the Committee of Management.
  - 19.2.5. Competitive Tinies must comply with the ages specified in the terms and conditions of the relevant competition and must compete in all items in that years' CASA State Championships.

19.2.5.1. Any claim made due to injury or medical grounds must be supported by a medical certificate signed by a legally qualified medical practitioner.

19.3. Rule 12.15 and 12.16 applies to all entrants.

19.4. Rules 19.2.1, 19.2.2, 19.2.3 do not apply to members of Country Clubs.

19.5. Must meet requirements of Rule 21 (skills prerequisites).

19.6. In the event a competitor exits the stage unexpectedly during grading performance, they must have completed 50% of their routine to be placed in a final. Competitors will be given two (2) additional opportunities to re perform their routine.

## **20. Solo/Duo Competition Rules**

20.1. Please refer to Entry Forms for Solo/Duo Competition closing dates, conditions and entry fees. No Late entries are permitted.

20.2. To be eligible to compete in the Solo/Duo Competition members shall comply with the following:

20.2.1. Competitors shall be registered with and attending an affiliated Club.

20.2.2. Competitors shall have competed in all items in that year's State Calisthenic Championships.

20.2.3. Senior competitors (under 26 years) need only compete in a minimum of three (3) items to be eligible.

20.2.4. Participants (26 years and over) can be a minimum of Level 1 coach, or a participating member.

20.3. Rule 20.2.2 does not apply to members of Country Clubs.

20.4. Where a competitor does not compete in all required items at that years CASA State Championships then they will be ineligible for the Solo /Duo Competitions, provided that such non-appearance in the State Championships was due to an injury or other medical grounds or other just cause, which is accepted by the Committee of Management.

20.5. Any claim made re injury or medical grounds referred to in 20.4 above, must be supported by a medical certificate signed by a legally qualified medical practitioner.

20.6. Tinies may participate in this competition for demonstration or competition purposes. Time Limit – 1½ to 2½ minutes.

20.7. Rule 12.15 and 12.16 applies to all entrants.

20.8. Must meet requirements of Rule 21 (skills prerequisites).

20.9. In the event a competitor exits the stage unexpectedly during grading performance, they must have completed 50% of their routine to be placed in a final. Competitors will be given two (2) additional opportunities to re perform their routine.

## **21. Skills Prerequisites**

21.1. All members must comply with the prerequisites concerning skills for Calisthenic Solos, Duos and Graceful Competitor competitions (other than 26 years and over competitions) conducted by CASA.

<b>ACF requirements in South Australia</b>	
<b>Age (in year of competition)</b>	<b>Pre-requisite</b>
8	Test 1
9	Test 2
10 and 11	Test 3
12 and 13	Grade 1
14 and 15	Grade 2
16	Grade 3
17 and above	Grade 4
<b><i>Skill level must be achieved by the closing date for each competition to be eligible</i></b>	

21.2. For persons with a disability, the “Grade” prerequisites in the above table may be replaced with “Standard Grade” prerequisites as per the ACF Calisthenic Skills syllabus (where provided).

Disability: as defined in the *Equal Opportunity Act 1984*.

21.3. For the purpose of Rules 22, 25 and 26, a member with a disability that has achieved a standard grade level will be regarded as achieving the prerequisite grade level.

21.4. Members with a disability entering a competition that requires a prerequisite skill level should advise CASA in writing of their disability status. A notation “disability” on an entry form will be acceptable. Members may be required to supply further information.

## **22. Selection process for National Graceful Solo Competitors**

22.1. The following process shall apply for selection of National Graceful Solo Competitors.

22.1.1. To be a representative, members must comply with all the requirements of Rule 24.

22.1.2. National Graceful Solo representatives shall be determined by finishing order in the CASA Graceful Solo competitor competition from an age section specified in Rule 24

22.1.3. Members specified below must compete in the higher age section, in lieu of the lower age section if they wish to be eligible for National Graceful Solo Competitor.

22.1.3.1. Junior 11 years must compete in Junior 12 and 13 years age section.

22.1.3.2. Intermediate 14 and 15 years must compete in Intermediate 16 and 17 years age section.

**Note:** Members not wishing to compete at National Competition must compete in their correct age section.

22.2. South Australia shall be represented by the four (4) highest ranked members in each age section referred to in rule 24.1.3

- 22.3. In the event of a tied panel result for a fourth National representative position, the position will be awarded to the competitor who received the higher placing from the centre (main) adjudicator (the side adjudicators results shall be disregarded).
- 22.4. If a member subsequently withdraws, then the next highest ranked eligible competitor from the CASA competition shall fill the vacant position.

### **23. Selection Process for National Solo or Duo Competitors**

- 23.1. Elimination competitions referred to in rules 25 and 26 shall be conducted in the following order and manner:
- 23.1.1. Solos
  - 23.1.2. Duos
- 23.2. The following shall apply to all Age Sections:
- 23.2.1. An elimination competition shall be held for all items referred to in Rule 23 for the purpose of determining who shall represent South Australia at the National Competition.
  - 23.2.2. CASA shall give written notice of the time, date and venue of the elimination competitions to all National team members.
  - 23.2.3. Interested National team members shall submit an entry into the relevant elimination competition(s) by completing the CASA National Solo/Duo Competitor Elimination Entry Form and lodging it in accordance with any conditions contained on the form.
  - 23.2.4. Elimination competitions shall be open for viewing, and be subject to any other CASA requirements.
  - 23.2.5. Elimination competitions will be conducted in accordance with the ACF and CASA rules for solo or duo competitions and will be adjudicated by a panel of three.
    - 23.2.5.1. For the purpose of this competition the adjudicators shall use the standard panel process as used in the CASA Graceful solo competitor competition.
  - 23.2.6. An elimination competition shall be conducted in each age section where the number of entries received in that section exceeds the number of positions allocated to South Australia by the ACF.
  - 23.2.7. In any elimination competition, the selection of the representatives shall be determined by finishing order.
  - 23.2.8. South Australia shall be represented by
    - 23.2.8.1. In Solos: the highest ranked solo competitors in each age section,
    - 23.2.8.2. In Duos: the highest ranked duo teams in each age section being the number of teams being accepted by the ACF into the respective competition as determined by them from time to time.
  - 23.2.9. The decision of the panel is final.
  - 23.2.10. If a selected representative subsequently withdraws, then the next highest ranked entrant (not selected) from the elimination competition shall fill that vacant position as if they were selected.

## 24. National Graceful Competitor

Eligibility to compete at the National competition shall be subject to the following:

### 24.1. Members:

24.1.1. Must be a member of the current year's National Team, and

24.1.2. Must have achieved the relevant ACF Calisthenic skills level necessary, and

24.1.3. Must have competed in one of the following Graceful Competitor age sections at that year's CASA Graceful Solo Competitor competition.

24.1.3.1. Junior 12 and 13 years; or

24.1.3.2. Intermediate 16 and 17 years; or

24.1.3.3. Seniors.

24.2. In the event that there is no team competition offered by the ACF in a particular age section, rule 24.1.1 shall not apply to that age section.

## 25. National Solo Competitor

25.1. National solo competitors shall be chosen by participation in an elimination competition.

25.2. Entry into the elimination competition shall be subject to the following: Competitors:

25.2.1. Must be a member of the current year's National Team; and

25.2.2. Must have achieved the relevant ACF Calisthenic skills level necessary to be considered for selection; and

25.2.3. Must have completed and returned the competition entry form in accordance with any conditions; and

25.2.4. Must not have been selected for National Graceful solo competitor competition.

25.3. An invitation to attend an elimination process will be extended to all eligible National Team members.

**Note:** It is not necessary for a National team member to have competed in the CASA solo or duo competition to be eligible to enter this competition.

25.4. In the event that there is no team competition offered by the ACF in a particular age section, rule 25.2.1 shall not apply to that age section.

## 26. National Duo Competitors

26.1. National duo competitors shall be chosen by participation in an elimination competition.

26.2. Entry into the duo elimination competition shall be subject to the following: Both members of a duo team:

26.2.1. Must be a member of the current year's National Team, and

26.2.2. Must have achieved the relevant ACF Calisthenic skills level necessary to be considered for selection.

26.3. Either member of a duo team must have completed and returned the competition entry form in accordance with any conditions.

26.4. Neither member of a duo team must have been selected for National Graceful competitor competition.

**Note:** It is not necessary for a National team member to have competed in the CASA solo or duo competition to be eligible to enter this competition.

26.5. An invitation to attend an elimination process will be extended to all eligible National Team members.

26.6. In the event that there is no team competition offered by the ACF in a particular age section, sub rule 2(a) shall not apply to that age section.

## 27. Grading By Video

The following shall apply in relation to grading for the following competitions:

A. Graceful Competitor; and

B. Solo/Duo.

27.1. Video means DVD or USB.

27.2. An entrant may be graded by the supplying of a video of their performance only in the following circumstances:

27.2.1. The member is registered at a country club; or

27.2.2. The member is registered at a metropolitan club and will be, at the actual time of their age section grading participating in a legitimate and verifiable Educational, Cultural or Sporting event being held Interstate or Overseas that will prevent them from participating in their grading session; or

**NOTE:** Examples of events referred to in rule 27.2.2 include: State or National representative sporting events, overseas school language study tours, Interstate or International dance, music or choir events, and Student exchange programs. Family holidays and trips or where the entrant will be a spectator only do not qualify.

27.3. The competition entry form shall be completed as appropriate, clearly indicating that the entrant is or is not applying for grading by video and in the case of a metropolitan member applying for grading by video, the entry form must be accompanied by a completed Event Information form (available from the CASA website). This form must be received prior to the close of entries.

27.3.1. The penalty for providing false or misleading information on an Event Information form shall be disqualification.

27.4. Any entry form not completed in accordance with rule 27.3 means that the entrant has chosen not to be graded by video but attend the relative grading session. Upon receipt of that entry form, such entrant shall not then be permitted to be graded by video.

27.5. The recording of the performance must be as professional as possible.

27.6. Multiple entrants are not permitted on a video.

27.7. Videos must be clearly marked with the entrants name, age section and a description of their

costume.

- 27.8. Videos must be received at the CASA office no later than the close of business on the day of commencement of all gradings. Videos may not be lodged at the theatre ticket box.
- 27.8.1. If grading commences on a Saturday or a Sunday, the video must be received before the close of business on the preceding Friday.
- 27.8.2. Responsibility shall lie with the entrant to ensure that their video is received on time.
- 27.9. A video shall not be received by CASA other than in accordance with rules 27.6, 27.7 and 27.8.
- 27.10. Video grading shall be conducted at the sole discretion of the adjudicator. These will be randomly placed during grading schedule and played on the DLP.
- 27.11. The critique paper and the video will be returned on the entrant's finals night/day unless other arrangements are made for the return.
- 27.12. Coaches are encouraged to contact CASA and supply a method for the critique sheet to be forward to prior to finals.

## Appendix A

### STAGE DRESSING MANAGEMENT PROCEDURES

**ALL** persons provided for stage dressing assistance, including delivery, storage and removal, who will be accessing the rear of the theatre, **MUST** be an 'approved' person pursuant to the CASA Member Protection Policy.

All persons shall comply with any direction given in relation to stage dressing storage, delivery or removal by ANY backstage CASA volunteer, member of the Committee of Management, Stage Manager or the Chairperson.

Clubs must ensure that persons delivering, storing or removing stage dressing from the Royalty Theatre are made aware of these instructions and are to comply with them at all times. Clubs shall be accountable for the actions or inactions of their respective persons concerning stage dressing.

- **NO PERSON IS APPROVED TO ALLOW DELIVERY, STORAGE OR REMOVAL OF STAGE DRESSING CONTRARY TO THESE INSTRUCTIONS.**
- There is absolutely no storage space whatsoever available for stage dressing within the Royalty Theatre or its surrounds outside of these instructions.
- Stage dressing must only be delivered and removed from the Royalty Theatre through the double gates accessed via the laneway on the eastern side of the theatre, and/or the blue doors accessible on Angas Street.
- Vehicles must not be parked or stopped in the right of way (in front of the double gates) for any purpose including the delivering (unloading), or removing (loading) of stage dressing.
- Stage dressing must not be deposited, assembled, disassembled or stored in the right of way (on the outside of the theatre, in the space by the double gates, whether or not the gates are open).
- No overnight storage of stage dressing is permitted including even if it is to be re-used again the following day.
- Stage dressing may only be delivered to the theatre on the day of use.
- It is imperative that clubs check theatre access availability times for delivery purposes.
- Stage dressing shall be removed from the theatre on the same day or night they are used.
- No CASA assistance is available for helping with deliveries, or removal of stage dressing.
- Stage dressing shall not be left in any area marked with 'keep clear' or in areas marked with yellow paint or between yellow lines, or walkways.
- Stage dressing left for any reason in an unauthorised area will be disposed of immediately or as soon as reasonably practicable and the club shall irrespective of who placed or left the items in the unauthorised area be liable to a penalty of not less than \$250.00
- CASA will provide **temporary** storage for stage dressing in the side stage storeroom (ex-photographers' room). **This is the ONLY area authorised for the temporary storage of stage dressing.**

- Stage dressing must be stored in such a manner that there is no obstruction to either of the doors and be stored such that at least a 1.2m wide walkway is provided between the doors.
- No stage dressing shall be admitted to the stage area until all the previous items stage dressing has been removed.
- Stage dressing shall not be removed until ALL competitors have left the stage area.
- Competitors shall not enter onto the stage area until all the previous competitors' stage dressing have been removed AND their teams' stage dressing have been fully erected and or set on the stage.
- Stage dressing shall be removed from the stage area via the side stage access door to the side stage walkway area (removal by club persons from here).
- Stage dressing shall be **immediately** removed by the club from the side stage walkway to landing area at the rear of the theatre and then out of the theatre via the double gates in accordance with these instructions.
- Competing clubs must provide adequate assistance to each other to allow for the above process to work to their mutual advantage.
- Persons delivering stage dressings shall check immediately prior to delivery that space is available for receiving and the temporary storage of the items.
- A privately owned car park is available off Moore Street, beside the Royalty Theatre and it is recommended that this area be utilised. Car parking is at the user's expense.

## **Attachment A**

### **STAGE DRESSING**

- Must be constructed in such a way to be safe for all who use it including performers, handlers and other bystanders.
- Must be free-standing or self-supporting.
- Must be safe from falling while being used on stage.
- Must be manufactured taking into consideration the rake of the stage.
- Must be handled in a safe manner at all times.
- Must be delivered, stored, used and removed in accordance with The Fire Safety Requirements, Stage Dressing Management Procedures (Attachment A).
- Construction must take into consideration the weight of the items being handled on and off stage must be carried by no more than 2 persons. The 2 persons will need to carry the prop in a balanced and safe method so no damage or injury will occur.
- Must not exceed a maximum height of 3 metres.
- Stage dressing may not be set on stairs, blocks or platforms. It must only be set on the stage floor. Blocks etc. may not be stacked e.g. a 600mm high block must be used in lieu of 2 x 300mm high blocks stacked on top of each other.
- Stage dressing used forward of the 'arch' must only be placed within the marked stage area.
- Small items (commonly referred to as hand props) may be taken into the dressing room but teams are encouraged to store them side stage (with stage dressing) due to the lack of space in the dressing room. Small items include flags and swords etc. No chairs, tables or blocks are to be taken into the dressing room. Prohibited items brought up from the dressing room shall not be permitted to be used for stage dressing.
- Must not be drilled, screwed, nailed, or stapled etc. together when they are on stage or side stage. Wing nuts, hinges, nuts and bolts are acceptable. If assembled off stage, may only be carried on by 2 persons. May not be unscrewed or disassembled on stage except for unbolting of wing nuts etc.
- Larger / heavier items should be fitted with a caster type of system so they may be wheeled on stage easily and safely remembering all items will need to fit through the door frame of the side stage rooms and be carried/guided by no more than 2 persons.
- Must not be placed on stage from the auditorium i.e. placed on stage over the front of the stage.
- All electrical equipment used in the theatre must be tagged with a current electrical tag from a licensed electrician and be inspected prior to use by Apollo Lighting (by appointment).
- Must not be set up or removed while there are competitors on the stage.
- Must be free of drawing pins.

- Must not be carried on, set up or removed by competitors.
- Must be secured by sandbags to stop movement and to avoid it falling where necessary.
- Clubs should provide their own sandbags for their own stage dressing.
- Must comply with minimum standards as set out in Attachment B.
- Shall at all times be the responsibility of the club using it and no responsibility will attach to CASA or any of its volunteers.
- Must not be in contact with the cyclorama.
- All poles or frames whether on or off stage that are used for holding or supporting stage dressing must be free standing and self-supporting and must have any exposed feet, legs or base permanently covered, taped, fitted with rubber feet/tips/plugs etc. to prevent injury or splinters due to accidental contact.
- Any side stage assistant handing or holding hand props or stage dressing must have both feet on the ground.

**Note:** Merely placing a sandbag over the foot of a pole does not meet the safety standard required.

- All exposed parts of any stage dressing (including the outer edge regardless of height) must be covered with tape or other material that is likely to prevent injury (including splinters) if contact is made with it.
- Persons are not permitted behind stage dressing that has been set on or behind the rear curtain line. Stage dressing includes any legs or supports.
- Items not meeting the requirements of attachment A shall be rejected by the Stage Manager or Chairperson as applicable.

### **SAFETY IS PARAMOUNT**

Generally, CASA provides one backstage crew members to assist with curtains and other miscellaneous duties that arise and need attending to at the direction of the Stage Manager or Chairperson.

A CASA backstage member in attendance shall be responsible for stage dressing safety and shall have the absolute discretion in conjunction with the Chairperson (if necessary) the power to reject an item of stage dressing and direct that it not be used or brought onto the stage or for it be removed from the stage or be altered/adjusted or secured in another manner as appropriate in their opinion.

CASA backstage personnel will conduct a safety audit of stage dressing to ensure all safety requirements are met.

A CASA chairperson present shall be responsible for ensuring that no stage dressing is brought onto the stage until all competitors have left the stage area AND that no competitors enter the stage area until all stage dressing is set. **Once competitors enter the stage area, no more items of stage dressing may be placed, moved or altered on the stage** except at the direction of CASA backstage personnel.

Club persons and participants shall comply with any direction given by CASA backstage personnel..

**Penalty: DISQUALIFICATION**

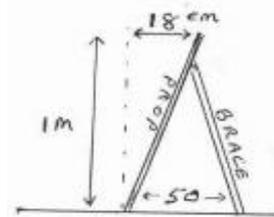
## Attachment B

### MINIMUM STANDARDS

#### Examples of how to make stage dressing safe and secure

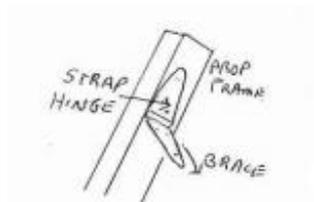
##### 1. TILT BACK.

All Flat stage dressings, measured when sitting on a level floor, should tilt at 18cm (or more) back from vertical measured at 1 metre up from the floor (or 9cm at ½ metre up etc.). If a brace (stay) is used to hold the prop, the brace should contact the floor about 50cm (or more) back from the prop face, per metre of prop height (depending on other stage dressings and choreography). This will provide adequate tilt for use on the sloping stage.



##### 2. The BRACE

The brace must be firmly attached to the prop panel/frame with a strong strap or back- flap hinge or similar (but not a standard butt hinge), such that the brace cannot collapse sideways. A Velcro strap should hold the brace flat and safe from twisting during transport. This brace must be sandbag able, as show to the right. Here are just some options:



##### 3. LITTLE FLAT stage dressings

Little flat stage dressings up to 30cm high, may only need 1 or 2 angle brackets (12 x12 cm) bent to achieve the correct angle, or a solid wood base. Either arrangement must be accessible for a sandbag.



##### 4. NORMAL FLAT stage dressings

###### (a) Cord

Stage dressings up to a metre or so high, usually have a brace at the back, held at the bottom by a cord.

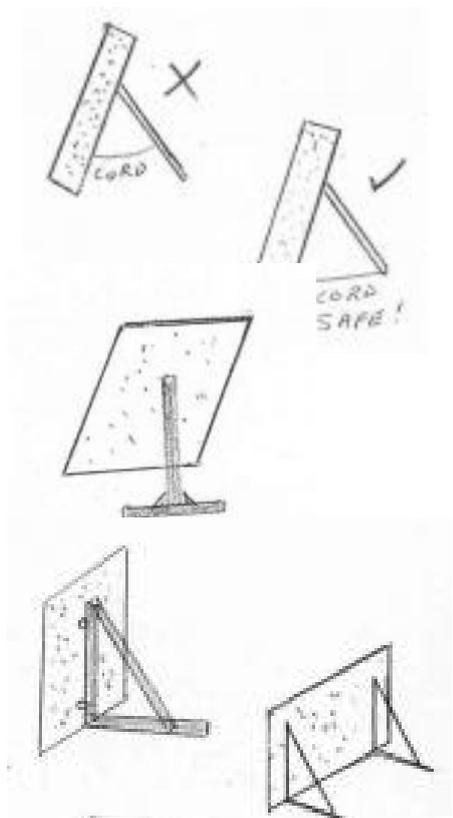
Cord strung part way up the brace is Unsuitable! (Unless modified as in b, c, or d)

Cord or a strong tape should run from (or very near to) the bottom of the brace to the bottom of the prop face. This allows a sandbag to hold it down properly. **A Cross piece**

A cross piece about 20 - 30cm long, very firmly attached (screwed, glued, braced) to the lower end of the brace as a "T", which can be held down by sandbags. A basic modification for all simple braces!\*\*

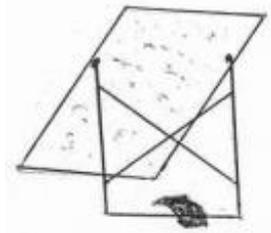
###### (b) Larger Stage dressings: French Base

For bigger stage dressings or any flat prop at all, it is much safer to use a French Brace. This is a rigid triangular timber brace, attached to the back of the prop frame with top and bottom hinges. The brace can be folded flat for storage. Removable hinge pins ok for storage and transport. The horizontal member should extend 10cm beyond the brace to take a sandbag. Highly recommended. Gives excellent stability!\*\*



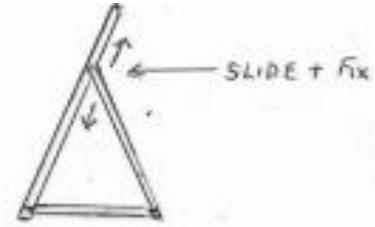
**(c) Large/wide panels and stage dressings**

For large / wide panel stage dressings, make the brace a suitably sized rectangle, cross- braced, with the bottom horizontal member clear to take sandbags. Alternatively use 2 French Braces as above



**(d) Variable angle stays**

The brace is attached to the bottom of the prop back by a hinged rigid strut. The top of the brace can be moved up or down. Right up for transport, down to various positions to suit a level stage or a sloped stage. This is an excellent brace, but the top of the movable brace must be firmly attached to the prop e.g.) with a quick action catch, pin, bolt etc., such that it cannot come apart if knocked. Simply jamming the brace in a notch is not allowed.

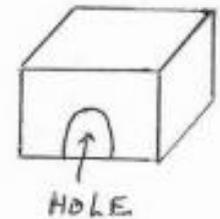


**5. Three-Dimensional Stage dressings**

Three dimensional boxes stage dressings include: drums, stands, pianos, fireplaces, houses, tree trunks, furniture, etc. These may be impossible to tilt back, but if so, only 3cm per metre in height. Just make sure they are stable on stage.

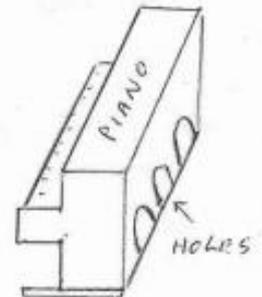
**(a) Boxes**

Width should be 1.25 times the height if they are to be danced upon. Preferably to have a floor in them, and an 18cm diameter access hole in the lower back, through which sandbags can be placed inside the box.



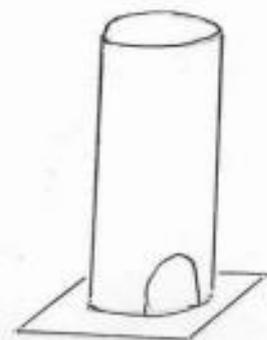
**(b) Pianos**

Should have a floor in them and 2 or 3 access holes (18cm diam.) along the bottom back of the prop, where sandbags can be inserted. If the piano is to be sat on, jumped from etc., consider attaching a length of timber to the bottom of the ends to give it more stability depth wise.



**(c) Columns, Tree trunks, Hat stands.**

Fix firmly to a base that is at least 12cm wider than the column in every direction, so that sandbags can be placed all round. Or, it must have a floor and access hole in the back through which sandbags can be inserted. If Tilt Back is possible, only 3cm per metre height.



**(d) Houses, Igloos, Fireplaces etc.**

Have a horizontal part of the frame at the back, available to take sandbags if necessary.



**6. LEGS**

Spindly table legs, narrow coffee tables, bassinet legs etc., If there is much activity with these stage dressings, consider attaching a horizontal piece of wood between the bottom of 2 legs, to take a sandbag.

**7. MOVABLE stage dressings.**

This includes prams, ships, cars, animals, etc.

**(a) Always Hand Held.**

If the prop is constantly held/controlled by the performer, or taken side stage when not in use, then straight wheels are ok, but not swivel-in-all-directions furniture castors!



**(b) Only held while shifting.**

If the prop is moved by the performer to various positions then left unattended, do NOT use wheels. Push it around on little carpet pads stuck to the prop. If you really need wheels, life gets complicated. You must have a brake system, or lockable castors, or a portable sandbag, all of which have to be operated by the performer during performance! Prams could operate with normal rear wheels, but have the front wheels locked to the chassis and fitted with carpet pads.

