AIDE MEMOIRE FOR TEACHERS/ENTRANTS
ENTERING PUPILS INTO THE SWINDON MUSIC FESTIVAL

1. All information can be found on the website at www.swindonmusicfestival.co.uk including the syllabus and on-line entry system. Manual entries will still be accepted on the appropriate form but first contact the Competitors' Secretary, Dawn Ball, on 07906 550532 if you are choosing this option.

2. Note one entry per form and ensure they arrive early/on time. No late entries can be accepted because of time constraints with the Festival's preparation timetable. The 2027 closing date is 22nd January 2027.

3. Ensure that the own choices are appropriate for the classes being entered. (eg do not use a 'Song from a Show or Film' in a 'Solo' class).

4. Take care not to exceed the stipulated time limit.

5. Complete the entry forms using BLOCK CAPITALS. It is a good idea to make a note of class numbers and class names entered.

6. For competitors aged 16 and under complete the field requesting which day school attends. (A list is compiled with competitors' name, age and school in case the Swindon Borough Council requires it).

7. Programmes will be available to purchase at the end of February from Holmes Music, Faringdon Road, Old Town Library (located in the Arts Centre) or from the Festival's Secretary, Yvonne Walker, on 07710 243302.

8. The Festival takes place in Christ Church, Cricklade Street, Swindon SN1 3HG on the first Friday evening and thereafter at the Arts Centre, Devizes Road, Swindon SN1 4BJ. There is car parking near both venues.

9. A spreadsheet with dates and times of classes will be sent to all competitors, usually at the beginning of February and it can also be found on the Festival's website.

10. The Secretary and Competitors' Secretary are always available to help with any queries you may have. Please do not leave it to the last minute!