

Taking Centre Stage: School Performing Arts in Practice Scheme 2023/24

Enrolment Information

Contact and Follow-up

Contact

1. The school shall arrange at least one teacher to be the contact person for the arts group, LCSD, programme instructor(s) and students. In case of any change in the contact person during the programme period, the school shall inform the arts group and LCSD immediately. The school should also inform the arts group and LCSD for any comments on the programme or instructor(s).

2. In case of unsatisfactory attendance or performance of a certain student, the teacher should take follow-up action immediately and keep close contact with the programme instructor(s) for necessary improvements. The teacher shall inform the arts group and LCSD of the learning progress if necessary, assist in programme coordination, contact with parents and attend programme review meeting(s).

Promotion and Fees

1. The school is responsible for internal promotion and inviting students to participate in the workshop. The school should also explain clearly the content and objectives of the programme to students/parents. The number of participants shall reach the available quota of the programme for efficient use of resources.

2. The school shall collect the required fee (e.g. workshop fee, fees for purchasing percussion instruments, shoes, costume/props, etc.) from the participating students and pay the fee to the arts group.

3. If a school withdraws from a programme for any reason after the arts group has arranged an introductory performance, the school shall inform the arts group and LCSD on the withdrawal decision in writing and shall pay the administrative and performance fees to the arts group or LCSD within one month. Fees for respective programmes are as follows:
 - For ‘Choreograph My Own Dance’ Modern Dance Creation in Practice Project, the school shall pay City Contemporary Dance Company a total of \$7,000 as administrative and performance fees.
 - For *Swan Lake* Creative Ballet in Practice Project, the school shall pay Hong Kong Ballet a total of \$3,000 as administrative and performance fees.
 - For other programmes under School Performing Arts in Practice Scheme, the school shall pay LCSD a total of \$1,200 as administrative and performance fees.

Other Follow-up Work

1. Each of the participating school should arrange at least one teacher-in-charge for the whole

programme, reserve a suitable training venue for the programme and provide subsidies for the students with financial difficulties for joining the programme.

2. The school must provide suitable venues, facilities and equipment for organising different activities and rehearsals.
3. The teacher-in-charge must attend every programme activity punctually for monitoring the attendance and assisting in programme implementation. The teacher must also monitor the attendance of the participating students and ensure that the average attendance rate is not below 80%.
4. In case the overall attendance rate is below 80%, or the school cannot fulfill its responsibilities and implement the related improvement measures, the school will have a lower chance of being selected for joining the programmes of similar nature in the future.
5. The school shall lead its students to take part in all external activities of the programme, including introductory talk/performance, rehearsals, ‘Technical Workshops’, ‘Students’ Performance for the Community’, ‘Community Performance of Cantonese Opera’ and finale performances, etc.
6. The school shall assist in the coordination and promotion of the in-school activities and the finale performance.
7. The school shall assist in the promotion of the public finale performance to be held at performing venue and coordinate the ticket purchase of teachers, students and parents. The teacher-in-charge shall coordinate the set/props/costume production based on specific needs of the programme and arrange transportation and meals for the participating students.
8. For the programmes with ‘Students’ Performances for the Community’ or ‘Community Performance of Cantonese Opera’, the school shall be responsible for contacting the social welfare organisation in the district and arranging the date and venue for the activities.

Requirements on the Training Venue and Facilities

Requirements on Training Venue

1. Workshops must be held regularly in an air-conditioned venue of not less than 700 square feet in school. The height of the training venues for ‘Cantonese Opera at Schools’ Cantonese Opera in Practice Project must be at least 3 metres. The training venue is to be agreed by both the arts group and the school after site visit.
2. Dance workshops must be held at the training venue with wooden or plastic floor.
3. The training venues should be clean and tidy and have sufficient space for the activities. The

training venue should be ready by 15 minutes before the training session.

4. The school shall provide a storeroom/storage space for the storage of the required tools and works of the programme.
5. Once a training venue is confirmed, the school should not change it except for special reasons. No other activities should be carried out in the training venue at the same time.

Requirements on Facilities and Equipment

1. The school shall provide audio system (e.g. for playing computer music files like MP3, WMA, CD and USB), visual equipment (e.g. for playing VCD, DVD and USB), etc. Training venues with wall mirrors are preferred for all dance in practice projects and a cappella choral in practice project.
2. Required facilities and equipment of respective programmes are as follows:
 - a. Dance room/activity room equipped with an audio system, wall mirror, wooden/plastic floor
 - ‘Choreograph My Own Dance’ Modern Dance Creation in Practice Project
 - *Swan Lake* Creative Ballet in Practice Project; and
 - ‘Historical and Literary Musicals’ English Musical Theatre in Practice Project
 - b. Piano
 - ‘Historical and Literary Musicals’ English Musical Theatre in Practice Project
 - c. Projector and audio system
 - ‘Magic Puppet Box – The Giant’ Puppetry in Practice Project
 - d. Drum set
 - ‘Drums in Move’ Drumming in Practice Project
 - e. Activity room equipped with an audio system with 5 nos. of wireless microphone, electronic keyboard with 49 keys or above, tuning fork or pitch pipe, music stands and wall mirror
 - ‘Sounds Good’ A Cappella Choral in Practice Project

Selection Mechanism

1. LCSD shall shortlist schools based on the past participation records of the schools, choices of programmes, administrative support, venue arrangements and availability of financial support to students. LCSD and the arts group will conduct visits to the shortlisted schools to have a better understanding of the schools and the standard of their facilities for the programmes.
2. During the site visits, the arts groups and LCSD will also explain the details of the programme to the schools including the responsibilities and commitments the school should fulfill, administrative support from the school and the requirements of the training venues and facilities, the arts groups will assess the suitability of the schools and then identify and nominate the schools to participate in the programmes.

Announcement of Selection Results

Schools have been selected for Taking Centre Stage: School Performing Arts in Practice Scheme 2023/24 will receive written notification from LCSD between mid-July and early September 2023.