

WGUK 2017 RULES AND REGULATIONS



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(added Missing Judge Policy)

Chair

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This is an update of the rules and regulations for Winterguard contests as at 1st October 2016.

Any future amendments will be sent to you as an addendum to this booklet, or where any major changes to the rules, a new rules and regulations booklet will be produced and forwarded to each Guard.

Should you require further copies of this booklet please contact the address above or visit the
Download Section on the WGUK website –
<http://www.wguk.org.uk/wgdownloads/wgdownloads.html>

1. ELIGIBILITY

- 1.1** The average age of the members in an A Class Guard must not be over 22 years of age on the 31st December of the year preceding the competitive circuit. (i.e. average not over 22 on 31/12/16 to march in the 2017 circuit)
- 1.2** The average age of the members in a Junior Class Guard must not be over 16 years of age on the 31st December of the year preceding the competitive circuit. (i.e. average not over 16 on 31/12/16 to march in the 2017 circuit)
- 1.3** The average age of all the members in a Cadet Class Guard must not be over 10 years of age on the 31st December of the year preceding the competitive circuit. (i.e. average not over 10 on 31/12/16 to march in the 2017 circuit)
- 1.4** The average age will be calculated by the whole year age of the member (i.e. not taking into account the months) on 31st December in the year proceeding the season just about to start (i.e. for 2017 the ages of the members on 31st December 2016 will be used to calculate the average age - which will be rounded up to 2 decimal places). Further details and help regarding this to ensure your calculations are correct can be sourced by contacting WGUK **before** submitting your member registrations

- 1.5** There is no age limit in Open Class or World Class.

All guards entering the circuit will be required to complete a member's registration form and proof of guard member's ages may be required (see Rule 14. Withholding of Registration).

- 1.6** A person may only march with one guard in any one season.
- 1.7** Guards may compete in any class with a minimum of 6 and a maximum of 30 members including guard captain(s). (The minimum requirement may be waived by the WGUK Contest Referee or by the WGUK Chair in respect of the season. Entry to World Class is only available to units that achieved a score of 85+ in Open Class at the previous year's championships.
- 1.8** Pre-recorded music shall be on compact disc or MP3. A reserve disc must be available at each contest as a backup.
- 1.9** As a guideline it is recommended that the minimum age for registered marching members should be in line with the school starting age.

2. ARENA SPECIFICATIONS

- 2.1** The minimum Competition Arena size will be 70 feet (front line) by 45 feet (side line). All reference to Competition Arena and/or Arena in this booklet refers to these measurements.
- 2.2** The Arena markings, except where otherwise specified or approved, shall be laid down on the arena with yellow/black adhesive tape and are as follows
 - 2.2.1** Tape will mark the front line boundary, with a taped mark at the centre.
 - 2.2.2** The start/finish line will be marked on the front boundary line (see 3.2 below).
- 2.3** All contests must have a professional sound system with provision for MP3 and CD playback, with backup and adequate speakers. If using MP3, a Guard must also have a backup CD. Sound systems should be tested on site prior to the start of the contest.
- 2.4** In the event of a mechanical failure with regard to music playback or other unreasonable interference with the performance, a guard may be invited to withdraw and be rescheduled to compete later at the discretion of the WGUK Contest Referee.

3. COMPETITION RULES

3.1 Time limits:

3.1.1 Cadet Class/Exhibition Class - The maximum time allowed on the Arena (see rule 2.2.2 above) will be 7 minutes. There will be no minimum performance time in this class.

3.1.2 Junior Class - The minimum performance time will be 3 minutes. The maximum time allowed on the arena (see rule 2.2.2 above) will be 8 minutes.

3.1.3 A Class - The minimum performance time will be 4 minutes. The maximum time allowed on the Arena (see rule 2.2.2 above) will be 9 minutes.

3.1.4 Open Class - The minimum performance time will be 4 minutes. The maximum time allowed on the arena (see rule 2.2.2 above) will be 9 minutes.

3.1.5 World Class - The minimum performance time will be 4 minutes. The Maximum time allowed on the arena (see rule 2.2.2 above) will be 10 minutes.

3.1.6 ALL Classes - Any Guard promoted (see rules 10. Promotion System at the end of this booklet) during the season can adhere to the timings of the class they were promoted from.

3.2 Guards total allocated Arena time (as specified above) will be divided into two parts:

A centre line will no longer be mandatory at contests and will be replaced by a small taped mark on the front boundary line. For the ease of definition, the Centre Line (start/finish line) is defined as a virtual line from the centre mark running at 90 degrees to the front line through the arena.

There will be no announcement to check if the judges are ready, The Chief Judge will have responsibility to let the Contest Referee (Arena Marshall) know if any issue arises prior to the next guard crossing the start/finish line.

a) Arena Entrance Time

Any equipment and/or props may be placed in the Competition Arena by anyone prior to the start of competition. Any non-members involved in set up must exit the Competition Arena prior to the start of performance time. Guards can move onto the floor up to the centre mark as the previous guard exits past the centre line. The Arena Marshall will indicate when the guard can begin moving across the centre line or start pre-show music. Timing will NOT begin until the first performer or member of staff setting equipment/props crosses the centre start/finish line or the intro music begins.

b) Performance and Exit Time

The timing for this will start with the first note of music or movement from the guard after the announcement that your guard may start its performance (this announcement may be included within the guards entry/show music). The guard MUST inform the contest referee at each and every show if this option is to be used). Timing will cease when all personnel, equipment and/or props have cleared the centre line and any music is completed. For purposes of timing, equipment and props are considered "removed" when they have crossed the vertical centre line and music as ceased. After the equipment/props have crossed this line, they must continue to make forward progress out of the Competition Arena ensuring the whole arena is left in a fit and cleaned state for the next performing unit – the Contest Referee will make any adjudication regarding excessive time (max 60 seconds) to completely clear the Competition Arena.

3.3 Guards will be scheduled to compete on the Arena at intervals of no less than the maximum allowed Arena time for their class (see rule 3.1.1 - 3.1.5 above). Failure to appear at the marshalling area at the allotted time will incur penalties at the discretion of the WGUK Contest Referee.

3.4 Music is permitted throughout a guards arena time.. This music must be controlled by a member of the guards staff and will be included in the guards set up time and exit times. (See rule 3.2).

3.5 Guards may enter/exit over any boundary subject to the provisions of rule 5.7. Equipment can only be used within the designated arena.

3.6 Any number of non-guard members may assist in setting out equipment prior to the guard's performance and in clearing the arena on completion of the performance. However, only a limited number of passes will be issued by WGUK and all other helpers will be expected to pay for admission and be in possession of a valid ticket.

3.7 A member dropping his/her piece of equipment may retrieve it without assessment of a penalty. A guard may wish to designate one or two (maximum) equipment retrievers. They must not wear guard costumes. These retrievers may return dropped equipment to the performer without gaining a penalty but may not move any other equipment, scenery or props, or bring on new items of equipment, scenery or props, once the performance time has started

Non-performing personnel may not enter the Competition Arena during the guard's performance time. The only exceptions to this will be in the act of returning dropped equipment, First Aid cases or Health & Safety concerns.

3.8 Guards must not cause or risk injury to members of the audience, judges or officials or themselves. Guards should be particularly careful when discarding equipment to ensure that it does not land in the audience or hit a judge or official. Any item of equipment or act of performance which is considered by the Contest Referee to constitute a hazard or risk to any person may be prohibited at the show concerned or at any subsequent show. A minimum safety space of 1M should be maintained at all times from spectators.

3.9 All scenery, props and any other equipment used during the show can only be assembled either prior to the start of the competition or after passing the centre start line at the start of the total Arena time allowed. All scenery entering the Arena must be capable of fitting through a doorway 6'6" high by 6' wide at the point of entering the Competition Arena at the beginning and end of the total allowed Arena time. i.e. scenery can only be assembled to a size in excess of the aforementioned during the total Arena time and must be disassembled to the required size before clearing the Competition Arena.

3.10 An equipment/scenery storage area will be designated by the Contest Referee prior to the start of the event. This may be inside or outside the main hall. All scenery/equipment removed after a performance must be returned to the storage area immediately after crossing the finish line.

3.11 Flooring surfaces must enter the Competition Arena without being in any way unfolded or otherwise prepared and must be immediately capable of storage when they clear the Competition Arena i.e. flooring surfaces cannot be folded once they have cleared the Competition Arena and must therefore be folded to an acceptable state for storage before leaving the Competition Arena.

4. AUTHORISED GUARD EQUIPMENT

4.1 The following WILL NOT be allowed on or around the Arena area - pyrotechnics, pressurised canisters, inflammable substances, animals, hazardous chemicals, smoke or dry ice machines, lasers and strobe lighting. Whilst mains and battery powered electrical equipment is permitted all items must be **declared to the Contest Referee** at each and every show for safety approval. Each unit takes full responsibility for the safety of any used equipment.

Each Guard should consult with Contest Referee prior to using any equipment not specifically defined in these rules.

4.2 Guard equipment - general definitions:

- Flag - Material attached to a pole of minimum length 24".
Minimum flag size - 8" x 12".
National Colours must be a minimum size of 3' x 5'.
- Rifle - Minimum of 2' in length.
All rifles must be simulated.
- Sabre - Minimum of 2' in length with a handle or grip.
Sabres must be simulated or rendered safe.

4.3 Use of Mains Electrical Equipment:

All classes will have access to two electrical mains power sources at the front and back centreline to use any electrical device within their programme deemed safe by the Contest Organiser and Referee and that does not breach any other WGUK defined rule.

Each Guard must advise the Contest Referee at EVERY contest, in advance of the start if their class, if they will be using any electrical equipment at that event. The Contest Referee has the ultimate decision regarding safety of any device in consultation with the Guard Director. The Colour Guard will assume any liability for issues arising out of the use of said electrical devices.

In the event of any electrical supply failure any performance re-run will be at the discretion of the Contest Referee. In the event of any equipment provided by the performing unit failing no re-run will be permitted.

Neither the contest organiser nor any other organisation connected with the contest accepts responsibility in any way for the use of any electricity supply which might be provided. The use of any electricity whether supplied by the contest or by the competing Guard will be at the sole risk of the individual unit. All electrical equipment used will be deemed to be portable and as such must display/carry a valid PAT tested certificate.

5. PENALTIES

- 5.1** A guard will be disqualified from a competition if found in breach of Rule 1.1, 1.2, or 1.3.
- 5.2** Improper use of National Colours will attract a penalty of 1/10 point for each offence. Dropping of National Colours will result in a penalty of one whole point. (National Colours refers to the national flag of any recognised nation. Such flags may not be used for display purposes and must at all times be treated with the dignity which should be afforded to a national flag.)
- 5.3** The use of any illegal equipment will attract a penalty of minimum 1/2 point.
- 5.4** Safety violations will attract a penalty of 1 whole point per member for each offence.
- 5.5** Penalties relating to timing offences will be at the rate of 1/10 point for every 1 second unless otherwise stated (over a maximum or under a minimum timing requirement).
- 5.6** A guard failing to report to the assembly area at the stipulated time will attract a penalty of 5/10 points for each 5 minutes late or part thereof up to the conclusion of the contest at the discretion of the WGUK Contest Referee.
- 5.7** Any infraction of Arena entry or exit rules will attract 1/10 point penalty for each member up to a maximum of 2 whole points for 20 members or more. The front line may only be crossed under the direction of WGUK Contest Referee
- 5.8** Any guard causing or risking injury to any member of the audience, judge, marching member or official will attract a minimum penalty of one (1) whole point for each incident at the referee's discretion.
- 5.9** Any infringement of rules 3.6, 3.8, 3.9 or 3.10 will attract a minimum of 5/10 points penalty
- 5.10** General: Any guard violating any rules, or part of a rule, for which no specific penalty is provided may be penalised for each such violation, not less than 1/10 point nor more than disqualification at the discretion of the WGUK Referee.
- 5.11** All equipment used must be adequately protected to avoid injury to any competitors, officials, audience etc, and to the Arena surface. Poles should have either stoppers fitted or be protected in some other way and rifles/sabres should be rendered safe. Any equipment may be inspected by the WGUK Referee and dangerous equipment may be prohibited from being used.

- 5.12** No show design or floor is to cross the front boundary. The side and back boundary lines are advisory; it must be born in mind that the safety of the audience and participants is paramount. Any designed activity which involves crossing the side and back boundary lines and which is, in the opinion of the WGUK Contest Referee, unsafe or potentially unsafe may attract penalties up to and including disqualification. Designs involving the crossing of side and back boundaries must be reported to the WGUK Contest Referee prior to the competition. In no circumstances must aisles and safety gangway be used or compromised (A 1 Metre minimum clearance must be maintained between any activity and the audience). Fire exits must not be obscured. A penalty, at the discretion of the WGUK Contest Referee, will be given for shows designed to cross the front boundary. If the front boundary line is crossed in error rather than by design then penalties may be given and will be at the discretion of the WGUK Contest Referee.
- 5.13** Any Guard withdrawing from a show following the closing date will attract a minimum penalty of two (2) whole points for the remainder of the season and including the British Winterguard Championships in addition the Guard will be required to pay a penalty prior to being allowed to compete at a subsequent show.

6. SCORING

- 6.1** A full explanation of the current judging system and methods employed for the judging of all Classes is available upon request.
- 6.2** All Judges will be located at the front of the Arena.
- 6.3** All aspects will be judged throughout the whole of a guard's performance up to the maximum performance time allowed for each class
- 6.4** Missing Judge Policy If a judge is unable to fulfil her/his duties on any given panel, an attempt will be made to fill that judge's caption with a certified judge. Chief Judge will work with the Education Director, and the WGUK Board, to confirm the replacement .In the event of a missing judge on a panel, the missing judge's score will be determined as the average of the other four judges.

Rationale: The system is designed to work with four areas of emphasis: Equipment, Movement, Ensemble Analysis, and General Effect. With a full panel, each individual judge has one-fifth of the total score. The system blends the four areas of emphasis to arrive at a total score. If someone is missing, the fairest and most consistent method of reaching a new score is to retain the blended system approach. Averaging the scores is consistent, and maintains the integrity of the system. If there is a missing judge, each remaining judge has one-fourth of the input to the total. No judge has to think differently on the day in applying scores or applying our process. The meaning of a tenth remains unchanged and no one has to worry about "doubling" his/her score and the impact that might have on a team, or his/her perception.

7. DISPUTES

- 7.1** Any dispute on the day of a competition shall be referred to the Referee for arbitration and the Referee's decision shall be final and binding on the day
- 7.2** Any dispute regarding the decision of a Referee should be reported immediately to the WGUK Chair in writing, by post to 11 St Aidans Place, Norfolk Park, Sheffield. S2 2NE. Any dispute not lodged within 72 hours, commencing at midnight on the day of the competition, shall be considered void. On receipt of any such dispute the Chair shall consult with other Referees and/or Board Members to review the decision involved in the dispute. The person referring the dispute will normally be informed of the outcome of the review within 14 days of it being lodged. There is no right of review of a decision reached by this mechanism. If the Chair is involved in the dispute then the matter will be referred by him to the appointed Deputy for consideration.

8. TIE PROCEDURE

8.1 If there is a tie for 1st Place in any Class then this will stand and joint Champions will be announced.

Supplementary information agreed.

Ties will be permitted for contest positions and champions at any contest including finals. However, should a tie be recorded during a seeding block then the guard with the highest score is deemed the winner. If these scores are the same then a Toss of a Coin should be used to separate.

9. SEEDING

- 9.1** The performance order for the January contests will be determined by the date in which a fully competed and confirmed registration is received and then a random draw of each days registrations.
- 9.2** Seeding to be re-introduced after first two shows, based on an average of a guard's last two shows (one for some guards in January). After January, reseeding will occur after each show.
- 9.3** The Cadet Class Championships order of performance will be based on the seeding from rule 9.2.
- 9.4** Junior & A Class Finals performance order will be based on the scores achieved in Prelims. Prelims performance order will be based on the seeding from rule 9.2. 50% of each class (up to a maximum of 8 units per class) are eligible to perform in their respective class Finals.
- 9.5** Open and World Class Finals performance order will be based on the scores achieved in Prelims. Prelims performance order will be based on the seeding from rule 9.2. All units are eligible to perform in their respective class Finals.
- 9.6** Any late entries or show contest changes will result in the unit performing first in class.

10. PROMOTION SYSTEM

Cadet, Junior A and Open Class

For 2017 the minimum promotion score required will rise per contest and provisionally will be as follows:

<u>Stoke - Jan 15</u>	<u>Clacton - Jan 29</u>	<u>Halifax - Feb 5</u>	<u>Col'ster - Feb 12</u>	<u>Burton - Feb 26</u>	<u>Crawley * - Mar 11</u>	<u>Halifax * - Mar 19</u>
83	84	85	86	87	88	89

If a Guard scores the minimum score as listed above AND at least 3 out of the 4 judging captions have promoted the Guard then they will be promoted to the next class – there will be no appeal.

* Although Promotions Scores are allocated to contests in March these are just for guidance as no promotions will take during this month.

Promotion scores are subject to final approval prior to 1st January each season

Units may choose their class of competition (with the exception of World Class - see Rule 1.7) based on the criteria and expectations for that class. However, any guard achieving the promotion criteria at **any time** during the season or scoring 90+ at Championships must compete in the equivalent promoted class for the following season. Any appeals are at the discretion of the WGUK Board.

The judges will use the criteria reference as the sole basis for assigning scores at any contest.

Any guard promoted from Cadet Class to Junior Class or Junior Class to A Class would be allowed to adhere to their performance times and other relevant rules from their previous class.

It is not the role of WGUK to demote guards – a decision that should not be taken lightly by a Guard and one that should be discussed with WGUK if a guard felt they were misclassified.

11. MEMBERSHIP & CONTEST FEES

- 11.1 Organisations can enrol in membership from the 1st October in the year preceding the contest calendar.
- 11.2 MPAUK membership fee for 2017 is £50.00. WGUK membership fee for 2017 is £50.00
- 11.3 Each Guard must pay a £10.00 fee per season contest entered. The fee for Championships will be £20.00 per Guard
- 11.4 Show Sponsors must pay a fee of £75.00 plus an additional £10 for every guard over 15 entering the contest.

12. INDIVIDUAL REGISTRATIONS

- 12.1 A form must be completed for each guard which includes each and every member who is to be registered to march. Registration will only be finalised when ALL elements of the form are completed and the correct registration fee has been received.
- 12.2 Initial registrations must be received in full by WGUK at least 7 days in advance of the unit's first contest. Additional registrations must be received at least 48 hours prior to the next contest.
- 12.3 Registration fees per marching member are –
Cadets/Junior/A/Open/World: before 28.02.17 - £15.00 per member.
No members may be registered after 28th February 2017.
- 12.4 The number of available staff passes (inc Directors) is as follows:
1 unit = 6 passes, 2 units = 11 passes, 3 units = 15 passes, 4 units = 18 passes, 5 units = 20 passes
- 12.5 Registration fees per Staff member are - **ALL Classes:** before 28.02.17 - £15.00 per member.
No staff member can be registered after 28th February 2017.

13. EXHIBITION CLASS

In 2015 WGUK created a new class - 'Exhibition' class. The class is designed to provide a performance arena for newly created Winter Guards, providing the opportunity to perform in the WGUK circuit without the competitive edge.

The class will support new Guards, returning Guards or even existing Guards just looking to provide a further Winter Guard experience. The Exhibition class welcomes all age groups, all experience and skill levels. Units entering this class must still adhere to the principals and rules for competing units and will be allocated the same timings as the Cadet Class (i.e. maximum 7 minutes arena time and no minimum performance time).

Feedback will be available for all performing Guards: with the introduction of the mentoring/instructor recordings all groups will have the opportunity to receive feedback from a recognised and experienced activity individual.

Exhibition Class units cannot be full members of WGUK and as a result any charges will be determined just to ensure costs are covered and will depend on the number of units entered and performers involved

14. WITHHOLDING OF INDIVIDUAL REGISTRATIONS

The Withholding of Registration (WOR) could apply to members moving either from a WGUK unit to a DCUK unit, from a DCUK unit to a WGUK unit in or WGUK unit to another WGUK unit.

If monies or equipment are outstanding (and no agreement can be reached between the parties for repayment or collection) then a DCUK and/or WGUK registered organisation can request that a WGUK/DCUK Pass be withheld from a member of another unit until such time as the matter is settled.

For a Pass to be considered to be withheld then proof of the debt or outstanding equipment must be provided to DCUK/WGUK together with details of what action has already been taken to recover the monies/items.

Please be aware that it is unlikely that a Pass will be withheld if the person has been allowed to complete the season (i.e. perform at the British Championships event) and the outstanding monies (and possibly equipment if these have been outstanding for a period of time) relate to amounts owed during the season rather than just at the very end.

The WOR is not designed to be a debt collection service and should only be used as a last resort if an agreeable settlement can not be reached. This is not a rule designed to stop members moving between units – they are still free to do so as long as they clear any debt and return equipment to the unit they are leaving before they move on!

15. USE OF MEDIA (PHOTOS/VIDEOS)

WGUK reserve the right to photograph and record performances for use in DVD production, promotions (inc website and yearbook/programmes), Fan Network and other mediums as approved by the WGUK Board.

16. CODE OF CONDUCT

The Board of WGUK and the Trustees of Marching & Performing Arts United Kingdom are concerned with the standard of presentation of sanctioned shows and maintaining a healthy, friendly, competitive spirit between members at all levels. Members of all Guards and their supporters are subject to the following Code of Conduct. Breach of this Code could bring heavy penalties, such as disqualification, financial loss, suspension or even loss of membership of WGUK.

1. When participating in the Olympic Retreat and Award Ceremonies, you should show respect to all other units and not part-take in activities which could be deemed to bring your Guard, the Show Sponsor or WGUK/MPA:UK into disrepute!
2. Obscene language, gestures or other actions to display displeasure with the results of the Contest or any other reason will not be tolerated under any circumstances, either on or off the field.
3. Guard members should vocally warn a judge or member of the public of a possible collision or uncontrolled discard of equipment whilst competing to avoid injury.
4. Should WGUK run Critiques - those attending the critiques must be sure of their facts, listen to the recorded material provided by the judges beforehand, and remember judges are mere human beings. They will not discuss other Guards, nor will they allow the critique to be used as a court hearing. Judges are not there to discuss the results, but to improve your performance by offering their advice. It is for you to decide whether to adopt their suggestions. Judges welcome the opportunity for you to discuss your reasons for doing what you do. In the event of a critique being halted due to unprofessional conduct, the Judges Association will inform the WGUK Chair in writing of the facts which will be investigated and acted upon and they in turn may involve the WGUK Board or MPAUK Trustees if the need arises.
5. Guard shows survive on money. The seating is for those spectators who have paid to see the show. Guard members are not entitled to a seat in the main stand unless a ticket has been purchased or provided. Please ensure that you do not need to enter the spectators' stand by obtaining items of food, money etc, from your parents before the show commences. Obviously a spectator will not be prepared to support our activity by coming to another show if Guard members interrupt viewing by passing in front whilst another Guard is performing.
6. As a marching member you are one of a cast of hundreds and to organise a show needs everyone to be aware of his/her role. At times it will be necessary for WGUK staff and contest staff to move your Guard from points A to B. Please co-operate without question in order that the show is a success.
7. WinterGuard is a relatively small activity in the United Kingdom and for it to grow and be respected it is necessary that the Board takes action to the benefit of the whole membership. We need to show the public that WinterGuard is something different - not just gimmicks, but a presentation of youth on parade with entertainment at the fore - all done in good taste to a professional standard. YOU are a major part of this building programme.
8. Competition is the lifeblood of the activity but it will only be of benefit when a healthy, friendly spirit of competition exists. Enjoyment is the key word - win or lose we must do without any form of aggravation. It only ruins the day and bitterness will develop which can only end in the Board taking a necessary course in disciplinary action. Friendliness has to exist between directors, staff, marching members and supporters of all Guards. We need to talk to each other and share this wonderful experience of Winterguard. Remember, you should be able to accept defeat before gaining victory.
9. The conduct of anyone associated with a particular Guard (staff, member or supporter) is the responsibility of the Guard Director whose name is nominated on the Registration Form when applying for membership. That person should ensure all are aware that any action, which could bring this activity in disrepute, could, as mentioned above, bring heavy penalties, such as disqualification, financial loss, suspension or even loss of membership of WGUK for themselves and/or the organisation they represent.

WGUK is part of Marching & Performing Arts UK – Registered Charity 328541