Audition Policy & Procedure

Introduction

Part of the Admissions Policy at Bird College is for students to perform at an internal Audition (or interview, if appropriate). Auditions are usually conducted in-person at our campus in Sidcup on designated Audition Dates. Once a prospective student has applied to Bird College, the Admissions Team will provide them with their Audition date and the applicant is asked to confirm their attendance via email to secure their place.

Bird College endeavours to secure a good match between the abilities and aptitudes of the applicant and the demands and admission criteria of the programme of study the applicant has applied for.

The College ensures that any offer made is at a level which is appropriate to the potential of the applicant to succeed and progress towards the achievement of their own goals.

Auditions at Bird College (Policy)

The Audition (or interview) is an essential tool to allow staff to fully consider the applicant's skills and potential to succeed on their chosen programme of study. The information recorded on the Audition form comprises academic qualifications, dance, drama, vocal technique, relevant experience, and discipline ability. All Assessors on the Audition Panel are trained in supportive audition methods and equality of opportunities and applicants receive documentation containing the biographies of all the Audition Panel members in advance of their confirmed Audition date.

The Audition process is led by the Deputy Principal as the Chair of the Auditions Committee at Bird College and is conducted both in groups and in one-to-one sessions by the Chair of the Auditions Committee and other members of the specialist teaching team at Bird College. The Audition dates are hosted by the Admissions team and a team of student helpers, who provide information about the College and the admissions processes to applicants.

Applicants will be expected to demonstrate appropriate levels of performance skills.

Applicants may also be asked to explain and/or present what they hope to gain and achieve from their chosen programme of study, including their future career paths and aspirations.

All applicants are given the opportunity to declare any Learning Support needs at application stage. Applicants are also able to declare any (additional) Learning Support needs at their Audition (or interview). Applicants will receive an explanation of the Academic and other Support Services available. Should Learning Support needs be identified, the Admissions team will advise the Assistant Principal (Student Wellbeing) to make contact with the applicant once an offer has been made, so that those needs can be discussed, and reasonable adjustments can be implemented.

It is our preference that Auditions (interviews) are undertaken in person at our campus in Sidcup. The College provides an alternative to in-person Auditions for applicants who are not able to travel to our College (e.g. international students or national restrictions). Such applicants' suitability will be assessed through the submission of a remote demo or digital portfolio and/or virtually via video call. These are designed to enable the applicant to demonstrate an appropriate level of skills for their chosen programme of study.

If an applicant is asked to submit a remote audition or digital portfolio:

- Applicants will be issued with guidelines for the submission upon receipt of their application.
- Submissions are reviewed by the Chair of the Auditions Committee and other members of the specialist teaching team and make a recommendation to the Admissions Team regarding the applicant's submission.
- Applicants assessed may be invited to attend a remote interview with the Chair of the Auditions Committee if further evidence of their suitability is required.

Auditions at Bird College (Procedure)

Applicants are asked to arrive at the time specified in their Audition confirmation email.

Applicants are required to take part:

- In a Dance & Musical Workshop. This includes a physical dance assessment and an unseen jazz-contemporary fusion sequence, which includes improvisation.

Followed by:

- Presentation of a prepared, 1-minute dance solo of their own choice and in any dance genre.

Applicants perform:

- A solo presentation of one of the prepared monologues no longer than 1 minute within your casting range.

- A solo presentation of one of the prepared songs from a Musical no longer than 32 bars or equivalent within your vocal range.

The Audition Panel reserves the right to interrupt any solo presentation which exceeds the specified time. Additionally, the panel may ask to hear an alternative song or monologue.

Applicants may be asked to sing and act first, or they may be asked to dance first, depending on their group on Audition Day. Group information will not be available until the Audition Day, but sufficient time will be provided to change into the appropriate attire, as necessary.

The College physio will be in attendance for the dance warm up part of the Audition.

There is a **Recommended Dress Code** for Auditions at Bird College and applicants should refer to the **Audition Day Running Order** document provided to them by the Admissions Team.

Marking Auditions at Bird College (Audition Marking Conventions):

An overall Audition mark comprises the Individual marks awarded for each discipline:

- 70-100% Exceptional
- 60-69% Very Good
- 50-59% Good
- 40-49% Satisfactory
- 30-39% Poor
- 0-29% Fail

Audition Criteria for Dance and Musical Theatre Workshop:

Members of the Audition Panel will assess the extent applicants are able to demonstrate the following:

- Physical potential showing facility to undertake professional dance and musical theatre training
- Co-ordination, spatial awareness and musicality
- An awareness of dynamic and characterisation to embody movement
- Demonstrate understanding of varying performance and expressive qualities

Audition Criteria for Performance of Prepared Solo Song:

For the rehearsed presentation, members of the Audition Panel will assess the extent applicants are able to demonstrate the following:

- Accurate intonation, rhythm, phrasing & dynamics
- Appropriate use of vocal qualities for the style of chosen song/songs
- Production of clear tone with controlled airflow
- Demonstrate an understanding of the text in connection to the character and acting through song
- Clear diction
- Potential for training

Audition Criteria for Performance of Prepared Acting Solo:

For the rehearsed presentation, members of the Audition Panel will assess the extent applicants are able to demonstrate the following:

- Understanding & interpretation of rehearsed text
- The extent to which the performance considers expression of emotions, spontaneity & sensitivity of the character's journey
- Appropriate character choices
- Good use of voice, relevant accent and physicality
- Potential for training

Audition Access and Inclusion Policy

Bird College does not discriminate against applicants on grounds of gender, sexual orientation, ethnicity, religion, nationality, marital or parental status or social class. It welcomes applications from disabled people and offers the opportunity to train on the basis of potential and suitability to enter the profession.

Applicants are encouraged to disclose any impairment or condition (for example a physical, sensory or mental health condition) at the earliest opportunity so that the College can endeavour to meet their needs both at the point of Audition and during their chosen programme of study.

Feedback to Applicants

The Audition Panel is selected with great care by the Chair of Auditions Committee (Principal & Artistic Director) to ensure appropriate expertise in each area of assessment

The Chair of the Auditions Committee, via the Admissions Team, writes to all applicants within three working weeks of their Audition to inform them of the outcome.

Applicants are able to seek verbal feedback from the Panel via the Chair of the Auditions Committee, who endeavours to be as objective as possible in terms of their strengths and weaknesses.

Applicants must understand that different colleges may seek different skill sets and, therefore, reach different outcomes following their auditions.

Appeals Committee for Unsuccessful Applicants

Applicants who wish to appeal against the judgment of the Audition Panel must establish one or more of the following grounds:

a) that there was serious deficiency in information relating to the nature of the Audition, leading to a lack of preparation by the applicant.

b) that there were serious procedural irregularities in the conduct of the Audition

c) that there were circumstances affecting the applicant's performance which could not be conveyed to the Audition Panel before the start of the Audition

d) that there was a serious possibility (or evidence) of prejudice or bias by a member of the Audition Panel

Procedure for Appeals by Unsuccessful Applicants

Applicants appealing against a decision of the Audition Panel are required to send a letter to the Chair of the Appeals Committee at Bird College, stating the ground for appeal set out in the list (A to D) above.

Within fifteen working days of the letter being received, the Chair of the Appeals Committee will consider the grounds of appeal and will consult with the Chair of Auditions Committee, unless the grievance is against the Chair of Auditions Committee. Where the grievance is against the Chair of Auditions Committee, a member of the Audition Panel other than the Chair of Auditions Committee will be consulted. If both the Chair of the Appeals Committee and the Chair of the Audition Committee agree that the appeal is misconceived, they shall dismiss the appeal; otherwise it shall be forwarded to the Appeals Committee.

If the appeal is dismissed at this stage the Applicant shall be informed in writing.

If the applicant's (appellant's) appeal is forwarded to the Appeals Committee, a meeting of the Committee shall normally be convened within twenty working days of the decision to consider the appeal. The applicant shall be notified in writing at least ten working days prior to the meeting.

The Appeals Committee shall comprise:

- The Chair of the Board of Directors
- The Chair of the Appeals Committee (The CEO)
- The Chair of the Auditions Committee (Deputy Principal)

Any member of the Committee or Panel who has already been involved in the matter will not sit.

The applicant shall have the right to present their case in person and to be accompanied by a parent/guardian, if willing, or a friend, if willing. If the complaint is against a particular member of the Audition Panel, that member shall have the right to attend and present their case to the Appeals Committee and shall have the right to be accompanied by a member of the Audition Panel, if willing.

At the hearing, the appellant shall be the first to speak to the Committee. Anyone who is present to accompany the Appellant in the appeal may speak to the Committee only if invited by the Chair.

All members of the Committee considering the appeal, the applicant concerned and those having the right to attend, shall have copies of the applicant's written statement and any detailed personal reports, if agreed. If the Audition Panel members do not agree that their personal detailed reports may be circulated, the Chair of the Appeals Committee shall prepare a summary of the reports for all members of the Appeals Committee involved.

When dealing with an appeal based on medical grounds, the Committee shall receive a report from the Appellant's nominated doctor.

Having considered all the evidence and taken advice as may be appropriate, the Chair of the Appeals Committee shall issue a written judgment, normally within twenty working days.

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