



Festival of the Creative Arts 2025
Handwriting & Calligraphy Syllabus
Thursday 13th – Sunday 16th March 2025

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JERSEY EISTEDDFOD EXECUTIVE COUNCIL FESTIVAL RULES

Updated September 2024

1. **COMPETITIONS:** Entrants are governed by the regulations set out in the Official Syllabuses.
2. **IN THE EVENT OF ABSENTEEISM PLEASE CONTACT THE SECTION CHAIRMAN:**
3. **DATA PROTECTION (JERSEY) LAW 2018:** The personal information relating to entrants collected by Jersey Eisteddfod will be held and used for the purposes of Registering as an Entrant in the Jersey Eisteddfod. This information may be shared with a contracted third party, 'Run My Festival', for the purposes of administering entries into the competitive classes of the Jersey Eisteddfod, but will not be further disclosed or shared without your consent. For further information about how your information will be processed, **please read the Privacy Policy on the website www.jerseyeisteddfod.org.je** or contact the relevant Section Chairman or e-mail the General Administrator on admin@jerseyeisteddfod.org.je
4. **JERSEY EISTEDDFOD - PRIVACY STATEMENT:** The personal information concerning your address, E-Mail and telephone numbers that is collected from you when you register to enter a class is kept securely. We keep this personal information to enable us to contact you should this be necessary regarding your entry or should you become a trophy winner. It also enables us to send you information about forthcoming events in the Jersey Eisteddfod, if you opt in to receive it. We respect the privacy and confidentiality of your information and will not disclose it to third parties (other than Run my Festival) without your consent unless required to do so by law. You have the right to see the information we have about you and you have the right to ensure that any inaccurate information we have about you is corrected. To exercise this right please contact the General Administrator on: Tel: 01534 854529 or by email: admin@jerseyeisteddfod.org.je
5. **DISCLAIMER:** The Executive Council of the Jersey Eisteddfod does not accept any liability in respect of any person attending the venues used throughout the Festivals. Minors are the responsibility of their parent, guardian or teacher at all times.
6. **FIRE REGULATIONS:** As per venue.
7. **UNATTENDED PROPERTY:** The Executive Council of the Jersey Eisteddfod will not be responsible for the loss of any articles left in any venue.
8. **INSURANCE:** The Executive Council of the Jersey Eisteddfod does not hold insurance for Entrants' property. The responsibility for insuring personal property rests with the Entrant.
9. **LOST PROPERTY:** Articles found in any venue should be handed to a Door Steward at the Festival and may be recovered by contacting the Chairman of the Creative Arts Festival. Contact details available on the website.
10. **PHOTOGRAPHS / UNAUTHORISED RECORDING:** It is common practice for names and photographs to be published in the local media when the Jersey Eisteddfod holds either of its Festivals. When submitting your entries you will be asked to give your permission. The Jersey Eisteddfod reminds both Entrants and audiences that there is an absolute ban on any kind of unauthorised recording of its proceedings. As a result, the Jersey Eisteddfod takes NO responsibility for any images that may appear on any social media without permission.
11. **ENTRANTS WITH SPECIAL NEEDS:** Parents, guardians, teachers and entrants should be aware of their responsibilities in entering with limited capabilities or special needs, and should pass on to the Adjudicator, via the Organisers, any relevant information which might have an impact on the Adjudicator's task.

12. MARKING WILL BE IN THE FOLLOWING CATEGORIES

DIAMOND	EXCEPTIONAL
PLATINUM	OUTSTANDING
GOLD	HONOURS
SILVER	COMMENDED
BRONZE	MERIT
COPPER	PROGRESSING
JADE	DEVELOPING

13. **TROPHIES:** All trophies awarded are held until the following year's Festival. The holders will be contacted in advance of this for the return of the trophies. Failure to return a trophy by the requested date may result in a subsequent entry being refused. If a trophy is to be engraved, instructions for this will be provided when the trophy is presented. A permanent visual reminder will be in the form of a parchment, currently contained in the Trophy Record Books and a copy of this may be downloaded from the Website. Four leather bound volumes, donated by Deutsche Bank, contain the names of all trophy winners. The pages within these volumes are also available on the Jersey Eisteddfod website. Hard copies may be obtained by contacting the Chairman of Trophies. Contact details available on our website.
14. **NEW TROPHIES:** The Jersey Eisteddfod would like to record it thanks to all past donors. Their generosity is greatly valued. To maintain the current standard, various guidelines have been set up and Section Chairmen are in possession of these. No trophy should be purchased without discussion with the Section Chairman. It is our intention to safeguard your donation and ensure it becomes a valued asset.
15. **DISPUTES:** In the case of any dispute where the Adjudicator is unable to resolve the issue, an Arbitration Committee shall be convened to settle the matter. The Committee shall consist of the relevant Section Chairman and Secretary, together with the Chairman of the Executive Council or one other Officer acting as Chairman. The dispute shall be submitted by the competitor to the Arbitration Committee in writing.
16. **ADJUDICATORS:** All Adjudicators are independent professionals in their field, often from the United Kingdom but as a matter of policy normally from outside the island.
17. **ITEMS ENTERED:** Whilst every effort will be made by the officials of the Jersey Eisteddfod to ensure that items are entered into the correct class and that they conform to the rules of entry, the final arbiter as to the suitability of an item for a particular class will be the Adjudicator, whose decision shall be final. **Entrants are advised to insure any article of value as the Jersey Eisteddfod cannot be responsible for any loss or damage.**
18. **ENTRY FORMS:** must be signed by the Entrant, or the Parent, Teacher or Guardian of the Entrant, and no dialogue can be entered into as to the quality or standard of the work other than with the signatory on the Entry Form.
19. **EXHIBITED ITEMS** entered and accepted by the Jersey Eisteddfod may not be removed from the Exhibition by Entrants or third parties without the prior written authority of the Section Chairman or appointed representative of the relevant Section and may then only be removed on presentation of proof of identity. All articles and items are accepted and exhibited at the owner's risk as regards loss or damage, although the Jersey Eisteddfod will exercise reasonable care, insofar as it is able, during the period of Exhibition.
20. **SAFEGUARDING PROCEDURES (CHILD AND VULNERABLE ADULT PROTECTION)**
The welfare of all who take part in its Festivals is of paramount importance and all Entrants but especially children, young people and vulnerable adults have a right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and receive a swift and appropriate response. Every reasonable step will be taken to ensure that all Entrants, and those those who supervise them, are protected. Our safeguarding policy is available on our website.

**JERSEY EISTEDDFOD SPRING FESTIVAL OF THE CREATIVE ARTS 2025
HANDWRITING & CALLIGRAPHY SECTION
SYLLABUS AND GENERAL NOTES.**

- The Handwriting & Calligraphy Section forms part of the Jersey Eisteddfod Creative Arts Festival and these notes are prepared to assist all candidates wishing to enter any one of the various classes within this Section.
- The Festival of the Creative Arts will be open to the public at the **RJA & HS Exhibition Hall, Trinity from Thursday 13th – Sunday 16th March 2025; 10am – 6 pm daily, closing at 4.00 pm on Sunday.**
- Prize giving, by invitation only, to take place on **at 6.30pm on Thursday, 20th March, in the Great Hall at Highlands College, St. Saviour. *Please note change of usual venue and date (now week after exhibition).***
- Entries to be addressed to: Miss Jill Bartholomew, 14 Les Cloches Court, Le Squez Road, St. Clement, JE2 6BQ. Kindly complete the entry form and post it with a cheque for the required amount to the above address. Alternatively, Individual and Group Entry Forms may be sent via email to: jillmbartholomew@gmail.com
- In the case of multiple individual entries, please send a separate form for each entry. Separate Group and Individual Entry Forms may be downloaded from the Jersey Eisteddfod website - Handwriting & Calligraphy Section: <https://jerseyeisteddfod.org.je/handwriting-calligraphy/>
- Payment for Individual and Group Entries may be made online by BACS (please see bank details provided on both entry forms).or by cheque, made payable to ‘The Jersey Eisteddfod’ and posted or delivered with the entry form, to Miss Jill Bartholomew, 14 Les Cloches Court, Le Squez Road, St. Clement, JE2 6BQ.
- The Final Date for receipt of Entry Forms **and payment** is **Friday, 31st January 2025.** Finished work must be delivered to the **W.I. Office, First Floor, Royal Jersey Showground, Trinity - please note change of usual venue - on Friday, 7th February 2025, between 3.30 and 6.30 PM.** Please enclose a completed Entrants’ List with all Group Entries. **LATE ENTRIES CANNOT BE ACCEPTED.**
- No more than **twenty** pieces of work can be accepted from each school, club or organisation, but students or adults whose work is not selected by their teacher or craft coordinator, or who also want to enter a second piece of different text, may still enter the individual class if they so wish.
- There is no limit to the number of entries which can be submitted by an Entrant in any of the Individual Classes, but each entry must consist of a piece of different text and will require a separate Entry Form.
- Please use only **ONE** page of A4 paper per entry (including mounting). **Larger entries may be disqualified.**
- The subject may be a piece of poetry or prose in any form e.g. letter.
- Entries may be completed using any suitable tool e.g. pencil, ink, gel-pen etc. and should be in joined handwriting in all classes, including Primary School and Juniors. **Photocopied work will not be accepted.**
- Decoration, though not essential, may be added to enhance the theme of the piece and the overall appearance of the entry. A trophy is presented specifically for this aspect of the entry.
- Work may be mounted although the overall size of each piece should not be less than nor exceed A4. **Calligraphy** entries should also be covered by a sheet of protective firm and may be framed if desired.
- There is no lower age limit within the Primary School or Junior Individual classes and no upper age limit for adults, but the Adjudicator positively encourages entries from children within the younger age range.

- Please mark the back of each piece of work with the entrant's name and Handwriting class number. Also their age for all School Group, Junior and Senior Entrants, as well as their school for all School Group Entries. Labels (galley cards) will be sent to all entrants for display of the work at the exhibition.
- The **FULL** name of each entrant must be provided both on the list of entrants, where applicable, and on the display card, for adjudication purposes. The latter will be attached to their work at the exhibition and their full names will also be included in the list of results supplied for publication in the Jersey Evening Post. First names only will not be accepted: if full names are not provided the school's results will not be published. Individual names may be withheld on request.
- **Kindly note that no work may be removed from display before the exhibition closes at 4.00 pm on Sunday and collection of school group entries will NOT be necessary, unless so desired. All exhibits and certificates will be returned to each school via the Education Department's internal mailing system. Teachers collecting their entries should make themselves known to the Section Chairman before removal of work.**
- **Individual entrants are required to collect their work and certificates between 4.00 pm and 4.30 pm on Sunday, 16th March. If for any reason this is not possible please contact the Section Chairman (see below), before the closing day of the exhibition, to make alternative arrangements for collection or delivery.**
- Trophy and/or Award Winners will be notified by email no later than **Monday, 10th March** and invited to attend the Prizegiving, which will take place in the **Great Hall at Highlands College, St. Saviour** at **6.45 pm** on **Thursday, 20th March 2025** (doors open at 6.15 pm - **please note change of usual venue and date**).
- The Adjudicator's decision is final. For further information please contact the Section Chairman, Miss Jill Bartholomew, Telephone: 733272 & 07797 774360 or Email: jillbartholomew@gmail.com.

CERTIFICATES: Certificates will be awarded at the discretion of the Adjudicator in the following categories:

Diamond:	Exceptional	95+ Marks.
Platinum:	Outstanding	90-94 Marks.
Gold:	Honours	85-89 Marks.
Silver:	Commended	80-84 Marks.
Bronze:	Merit	75-79 Marks.
Copper:	Progressing	70-74 Marks.
Jade:	Developing	65-69 Marks.

TROPHIES: Trophies will be awarded at the discretion of the Adjudicator for the categories as stated

THE AMYSON CUP: Best Younger Age Group Entry.

THE AIDAN SMITH TROPHY: Best Decorated Entry.

THE CENTENARY TROPHY FOR HANDWRITING: Best School Group.

THE DEAN OF JERSEY HANDWRITING TROPHY: Best Overall Entry.

ENTRIES WILL BE ACCEPTED IN THE FOLLOWING CLASSES:

HANDWRITING

- CLASS H1** For students of primary school age (10 Years and under as of 31st Aug. 2024): work to be submitted by teachers, as part of a group entry from schools and under the auspices of each individual school.
- CLASS H2** For students of primary school age (10 Years and under as of 31st Aug. 2024): work to be submitted as an individual entry by a parent or guardian. More than one entry per student is permissible and they may enter as an individual in addition to being entered by their school, but using a different text for each entry. **THE SAME PIECE OF WORK MAY NOT BE ENTERED MORE THAN ONCE.**
- CLASS H3** For students of secondary school age (11 to 17 Years as of 31st Aug. 2024): work to be submitted by teachers, as part of a group entry from schools and under the auspices of each individual school.
- CLASS H4** For students of secondary school age (11 to 17 Years as of 31st Aug. 2024): work to be submitted as an individual entry by a parent or guardian. More than one entry per student is permissible and they may enter as an individual in addition to being entered by their school, but using a different text for each entry. **THE SAME PIECE OF WORK MAY NOT BE ENTERED MORE THAN ONCE.**
- CLASS H5** For adults (18 Years and over - no upper age limit): work may be submitted by craft coordinators, as part of a group entry from residential or care homes, day care centres, friendship clubs for the elderly or social organisations, under the auspices of each individual home, centre, club or society.
- CLASS H6** For adults (18 Years and over - no upper age limit): more than one entry per person is permissible, but a different text must be used for each entry. **THE SAME PIECE OF WORK MAY NOT BE ENTERED IN ANY CLASS MORE THAN ONCE.**

CALLIGRAPHY

- CLASS C1** For adults (18 Years and over - no upper age limit): work may be submitted by craft coordinators, as part of a group entry from residential or care homes, day care centres, friendship clubs for the elderly or social organisations, under the auspices of each individual home, centre, club or society.
- CLASS C2** For adults (18 Years and over - no upper age limit): more than one entry per person is permissible, but a different text must be used for each entry. **THE SAME PIECE OF WORK MAY NOT BE ENTERED IN ANY CLASS MORE THAN ONCE.**

ENTRY FEES:

Class H1 (Year 6 and under): £15.00 per group (up to 10); £22.50 (11 to 15); £30.00 (16 to 20).

Class H2 (Year 6 and under): £1.50 per entry.

Class H3 (Years 7 to 13): £20.00 per group (up to 10); £30.00 (11 to 15); £45.00 (16 to 20).

Class H4 (Years 7 to 13): £2.00 per entry.

Class H5: £25.00 per group (up to 10); £37.50 per group (11 to 15).

Class H6: £3.00 per entry (Senior Citizens: £2.50).

Class C1: £35.00 per group (up to 10); £52.50 per group (11 to 15).

Class C2: £4.00 per entry (Senior Citizens: £3.50).