

Guidelines for “the European Square- and Rounddance Convention” - Rev. July 2016

General statement

If a hosting association cannot fulfil one or more of the following requirements it can apply for an exception. The request has to be addressed to the joint Board of Presidents of the participating associations, which will vote on it by regular majority (50+1).

1. the European Square- and Rounddance Convention

The European Square- and Rounddance Convention is a European event organised by one of the participating associations.

2. Convention Date

The European Square- and Rounddance Convention shall be held every second year in the even years. The Conventions should be held in the summer, preferably in the month of July or August. The decision of the final date is up to the hosting association.

The date of each country's national Convention needs to be respected. The European Convention should preferably be at least 3 weeks away from the National Conventions.

All associations should preferably block the weekend of the European Convention so that no other dances can be arranged.

3. Convention Duration

The European Conventions should preferably have a program for 3 days. If not possible, a 2-day Convention is acceptable but not preferable.

4. Convention Location & Accommodation

a. The location itself

The dance location should have easy access by Car or Public transport.

The dance location should have at least 4 (preferably 5) dance halls. If these halls are not within walking distance, transport should be provided at regular intervals during the event. The main hall should be a minimum size of 1,000 sq. meters.

The halls should be having a Wooden- or Linoleum floor. Carpet, stone and paving tiles are not appreciated.

The expected numbers of participants should determine the spread over the halls. If there is no 5th hall available, then round dancing must be provided in time slots in at least two halls.

Dressing rooms must be available in or at least near the halls. Other halls for related dance forms or demonstrations will be up to the organizing association. Enough toilets must be available for the expected number of dancers.

A location for vendors will be appreciated. The number of vendors and minimum/maximum size of sq. meters are up to the hosting association. It's up to the hosting association to invite vendors.

A separate room for the Callers & Cuers should be available.

b. Road Signs

All signs or directions should be in English or pictorial. They might be translated into the language of the hosting association.

c. Parking

It is an advantage to have sufficient parking space near the halls. If possible one area restricted for campers and caravans (Check with local regulations).

d. Hall interior

Each hall should have a podium of at least 60 cm height and sufficient room for sound equipment and 2 persons to move around.

The main hall should preferably have a stage large enough to accommodate all the programm staff at the same time.

Decoration of the halls is up to the hosts.

e. Food & Refreshments

Hot & cold drinks must be available close to the dancing halls during the whole event. Snacks would be nice too.

A restaurant in or close to the building is ideal. If this is not available there should be directions to facilities in the neighbourhood.

5. Convention Program

It's up to the hosting association to create the Convention program. The minimum requirement dance programs are:

- Basic & Mainstream
- Plus
- Advanced
- Challenge
- Round Dance

This is equivalent to the number of required halls. If there is a 5th or 6th hall available, suggested additional programs are:

- Clogging
- Contra

A 3-day Convention program starts on Friday afternoon and will finish Sunday afternoon. A 2-day Convention program starts on Saturday morning and ends Sunday afternoon. There is no minimum of danceable hours but a suggested program below indicates that a 3-day Convention program for one hall will give us 20 hours of dancing and with a 2-day program 15,5 hours of dancing.

If there are only four halls available, the organizing committee is free to "shuffle" with the program.

For example: Change one block of Advanced for Challenge on Saturday and Sunday.

Suggested program below:

Friday

17:30	19:00	1,5 hrs.
19:00	20:30	1,5 hrs.
20:30	22:00	1,5 hrs.

Saturday

10:00	11:30	1,5 hrs.
11:30	13:00	1,5 hrs.
13:00	14:30	1,5 hrs.
14:30	16:00	1,5 hrs.
16:00	17:30	1,5 hrs.
17:30	19:00	1,5 hrs.
19:15	20:00	Ceremony
20:00	22:00	2,0 hrs.

Sunday

10:00	11:30	1,5 hrs.
11:30	13:00	1,5 hrs.
13:00	14:30	1,5 hrs.

This suggested program has blocks of 1,5 hours. It's also possible to have 1,0 hour blocks. 2,0 hours blocks are too long and therefore not recommended.

6. Convention Leaders

a. General

In general each association should nominate its callers and cuers according to point 6b & c below. If an association nominates more than the allocated number, the hosting association can choose from the list of nominees. The final decision will be taken by the hosting association.

The Callers and Cuers for the Convention should be living in the area covered by the participating associations (but need not be citizens of that country).

All lists of nominees should include the highest level to be called/ cued by each person.

b. Callers

All callers should be able to call up to the A2 program. Three callers should be able to call up to the the highest level required for the program. The associations have to be sure, that the callers are available during the whole convention before the nomination.

The number of Callers per association should be as follows:

- 2x BAASDC (United Kingdom)
- 1x CSCTA (Czech Republic and Slovakia)
- 2x DAASDC (Denmark)
- 2x EAASDC (Germany, Austria, Belgium, Switzerland, France, Russia)
- 1x NVSD (the Netherlands)
- 2x SAASDC (Sweden)

c. Cuers

All Cuers should preferably be able to cue and teach up to phase VI. The Cuers hired will be of sufficient quality and experience that they can give advice in planning a good program considering the area in which the Convention is to be held. This advice will be subject to their ability and willingness and only by request of the hosting association.

The number of Cuers per association should be as follows:

- 1x BAASDC (United Kingdom)
- 1x CSCTA (Czech Republic and Slovakia)
- 1x EAASDC (Germany, Austria, Belgium, Switzerland, France, Russia)
- 1x NVSD (the Netherlands)

d. Other Leaders

All other leaders like Clogging instructors or Contra prompters should preferably perform on the highest level required for each Convention.

Also a program block of "newbies" or local leaders could be an option within the program. This without extra costs.

e. Payment

Statement: "It should be an honour to be on the program of a European Square- and Rounddance Convention".

Therefore, every Caller or Cuer gets a flat fee plus a reasonable compensation for travel expenses that should be kept to a minimum necessary.

The fee per Caller or Cuer will be € 400,00 (based upon the price level, year 2004). The hosting association can review the flat fee in line with inflation but this is not necessary.

Below are the suggested travel expenses per Caller or Cuer (and partner). The National (local) association will negotiate with every Caller or Cuer the expected travel fee. Each association can provide their own Caller or Cuer with more travel fee.

Suggested (maximum) travel expenses per Caller or Cuer:

- Travel by plane: maximum of € 300,00
- Travel by car: maximum of € 200,00

Furthermore all Callers and Cuers (and their partner) will have full board for the weekend. This includes accommodation (private overnight is acceptable too), meals and refreshments (tickets). Refreshments shall be available on each stage in the halls and in the Caller/Cuer room.

7. Convention Advertisement

The flyer of the European Convention will be published at least once (preferable two times) a year free of charge in the Magazines of each participating association, as well as on their websites.

8. Convention Flyer

The front page of the programme should be according to the agreed design of the previous European Conventions. The design is a blue background with circular stars surrounding an outline map of Europe and dancers in gold colour printing.

Preferably, the pré-flyer must be ready at the Convention prior to the next European Convention. The definitive flyer with program must be ready one year before the next European Convention.

The flyers can be distributed through the associations. The hosting association will make sure that each association receives enough flyers based on their request. Each association must provide the hosting association the number of flyers they would like to receive.

9. Convention Badges

The European Convention badges should be the design agreed upon and used for the previous European Conventions. The organizers of every new European Convention will provide new shingles with year and place.

10. Convention Admittance Fee

The price for the participating dancers should be as low as possible. Pre-registration at a reduced price should be possible. If necessary and possible the other participating national associations should provide help with pre-registration.

Extra can be charged for after parties, meals etc., but it must be clear exactly what is included and it has to be optional for the dancers.

11. First Aid during the Convention

First aid should be available on-site. The hosting association will provide this according to the local (national) regulations.

12. Convention Ceremony Saturday evening

At the official ceremonies the representatives of the participating associations and all Callers and Cuers on the program should be recognised.

At this time the Convention banner will be handed over to the hosts of the next Convention. Some kind of introduction of this next Convention would be appreciated.

The Ceremonies have to be held in English. Extra, they *could* be translated in the language of the hosting association.

It is recommended that the total time for the Ceremony is kept to an acceptable manner, especially if the dancers have to stand during the Ceremony. Introduction of people, speeches and translation might be adjusted by the hosting association accordingly.

Revision 2016 as agreed by the:

- BAASDC** - British Association of American Square Dance Clubs
- CSCTA** - CzechoSlovak Callers and Teachers Association
- DAASDC** - Danish Association of American Square Dance Clubs
- EAASDC** - European Association of American Square Dance Clubs
- NVSD** - Dutch Association of Square Dancers
- SAASDC** - Swedish Association of American Square Dance Clubs

In their joint meeting on July 23, 2016 in Stratford-upon-Avon, United Kingdom during the European Square Dance convention.