



Valluvan Tamil Academy Annual Day 2023

Program Guidelines

All Annual day performances should promote school's educational and cultural objectives and adhere to our core traditional values. Only Tamil language related content is allowed. We request all the teams performing to adhere to the guidelines and timelines published below.

- Annual Day Committee 2023 has the right to review performance content for appropriateness and compliance with guidelines and recommend changes as required.
- Language/lyrical content/attire must be appropriate for all ages and should not be hurtful to any section of people/group/ethnicity.
- Annual Day Committee recommends variety in the performance types. Annual Day Committee reserves the right to request a change in the performance type if we do not receive a variety of program line ups.
- The total duration of the student's cultural performances in the Annual Day is planned for not to exceed 4 hours. Due to this time limit, all registrations will be based on first come first serve basis. If we reach capacity limit, we may have to close the registration sooner i.e., before the Registration End Date.

1. Important Dates

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| Annual Day information communication to all VTA members | Starting 2/16/2023 (Weekly communication will include the info) |
| Open Annual Day Program Registration | 3/10/2023 |
| Close Annual Day Program Registration | 3/26/2023 |
| Content Submission deadline for all types of performances including Mp3, Song Lyrics, Scripts | 4/9/2023 |
| In-Person Mandatory Meeting: Program Primary Coordinator, Secondary Coordinator & Parents meeting | 4/15/2023 (12:30-1:30pm @ Rocky Run Middle School) |
| Last day to change content or modify team | 4/15/2023 |
| Last day to submit stage setup requirements | 4/22/2023 |
| In Person Rehearsal @ Rocky Run Middle School | 4/30/2023: 2:00-6:00pm |
| Annual Day Event | 5/6/2023: 1:30pm onwards |



2. Who can participate?

- Only the current enrolled students of Valluvan Tamil Academy with at least 60% of class attendance can participate.
- Every student will be allowed only one performance on stage with the intention of giving a fair opportunity to all children.

3. Registration and Team Requirements

- Minimum number of participants in a group is **Six**.
- **Following steps in the entire registration process needs to be followed:**
 - Registration will be through my.valluvantamil.org. Go to Cultural Events → Culturals → Annual Day Registration
 - **Adult Primary Coordinator** will register the entire team by first creating a Group Team Name in my.valluvantamil.org. He/She must enter Student IDs of all the participating kids (Student IDs needs to be provided by the participating parents). Backend cross verification will occur, and name of the student will get displayed at the end after submission. Please also specify the **Adult Secondary Coordinator** in the registration.
 - **Each individual parents of the group please provide your child's Student ID to the Adult Primary Coordinator. Student ID is available in my.valluvantamil.org**
 - **Adult Primary Coordinator** needs to input the song selection content – name of the song, specific lyrics if chosen from the song for the dance etc. in the text box available before submitting your team info in my.valluvantamil.org. **If you do not have this info while registering, send all the info ASAP post registering to annualday2023@valluvantamil.org to get your approval.**
- Registered parents along with Primary and Secondary Coordinator will receive all communication from Annual Day Committee team. It is the responsibility of Primary or Secondary Coordinator to respond quickly in a timely manner.
- Any errors or modifications need to be communicated via Primary Coordinator through an email to Annual Day Committee team: annualday2023@valluvantamil.org. Last day to change content or modify team is April 15th, 2023.

4. Program Content

During program registration, you will be asked to pick **A theme** and **The type of performance** from a list. Both have been listed below for your reference. Programs outside these themes will not be allowed. Annual Day Committee will review the content and verify if the submitted content matches with the VTA approved themes before giving approval. **There will be a set number of slots allotted for every type of performance, and you will be asked to pick one of the available slots during registration.** Slots will be filled up on a first come first serve basis. We strongly encourage non-movie content; movie songs should be only used if it complements the

chosen theme. Please note that movie songs will be subject to additional screening and scrutinization.



Performance Type

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| 1 | நாடகம் (Skit/Drama/Play) |
| 2 | பட்டிமன்றம் / விவாத மேடை (Debate/Talk Show) : Examples - Neeya Naana, Oru varthai oru latcham, Standup comedy show, Maathi Yosi etc. |
| 3 | வாய்ப்பாட்டு / இசைக்கருவி (Singing/Instrument) : Examples - Thirukkural with musical theme, Bharathiyar/Bharathidasan songs, Kummi songs, Naattupura Paadalgal etc. |
| 4 | நடனம் (Dance) : Examples - Mayilattam, Oyilattam, Karakattam, Poikal Kudhirai etc. |

Performance themes

| No | Theme | Examples |
|----|--|--|
| 1 | Save the Environment- சுற்றுச்சூழல் பாதுகாப்பு | தூய்மை, விழிப்புணர்வு, உலகம் வெப்பமயமாடுதல் |
| 2 | Tamil Culture- தமிழர் பண்பாடு | கிராமியம், விருந்தோம்பல், அறம், கொடை, உணவே மருந்து |
| 3 | Tamil Arts - தமிழர் கலைகள் | பரதநாட்டியம், ஓபிலாட்டம், கரகாட்டம் |
| 4 | Tamil History - தமிழர் வரலாறு | அரசர்கள், வரர்கள், சுதந்திரப் போராட்டத் தலைவர்கள் |
| 5 | Tamil Literature- தமிழ் இலக்கியம் | சங்க இலக்கியம், புலவர்கள். |
| 6 | Agriculture and Handicraft Industry (உழவும், கைத்தொழிலும்) | விவசாயம், நெசவு, மண்பாண்டங்கள் |

Note: Only **maximum of 2 teams** will be allowed to perform the same song or songs this year. Songs will be awarded based on first come first serve, if the song given is already taken, then Annual Day Committee will let you know.

5. Program Duration

All programs must strictly adhere to the below duration.

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| நாடகம் (Skit/Drama/Play) | Maximum of 8 minutes ONLY |
| பட்டிமன்றம் / விவாத மேடை (Debate/Talk Show) | Maximum of 12 minutes ONLY |
| வாய்ப்பாட்டு / இசைக்கருவி (Singing/Instrument) | Maximum of 5 minutes ONLY |
| நடனம் (Dance) | Maximum of 4 minutes ONLY |



6. Content Review and Setup requirements

- Please send the Mp3 song file/Skit content/any other content related to the program for review by **9th April, 2023**.
- All audio files should be sent in MP3 format.
- An in-person coordinator meeting will be held on **April 15th, 2023**. This meeting is mandatory, Primary coordinator, Secondary coordinator and all Parents of participating students should attend. This will be an opportunity to also discuss your stage requirements with volunteers. All Teams should attend in full strength. Those who do not attend the meeting will be considered as dropping out of the event and registration will be cancelled. In the event of unavailability of both coordinators either during the whole process or on the event day, they can designate an alternative parent representative and inform Annual Day Committee to get added to email communications well ahead of meeting day.
- All final updates to the content, team etc. should be submitted by **April 15th, 2023**.
- Sending the content sooner will speed up the review process and eliminate last minute changes. **Do not wait until the deadline dates!**
- All stage preparation requirements must be submitted by **April 22nd, 2023**.

7. Rehearsal

- In-Person rehearsals will be conducted this year. It is **mandatory** for Primary Coordinator; Secondary Coordinator and all Parents of participating students need to attend this meeting.
- In-Person rehearsals should use approved script and audio files ONLY. It should reflect all props, backdrops and costumes that are going to be used on stage on Event Day. All participating students should have their approved Costumes on – there will be no exception.

8. Event Day - On Stage

- No adults will be allowed in stage performances (except for MC or coordination tasks). All performance including background narration should involve students only.
- Only 60 seconds will be given for stage setup. We encourage the students to do their own setup and stage arrangements for the performance. Only Primary and secondary coordinators will be allowed on stage.
- Try to keep properties and arrangements simple enough for children to handle on their own.
- Program (Primary and Secondary) coordinators will be sent communication regarding event day logistics. All participating parents will be BCC'ed.

If the members have any questions or require clarifications regarding AD guidelines, please write to annualday2023@valluvantamil.org.

If any VTA member has a question and/or have an issue with ADC's decision/process, they can send the details to help@valluvantamil.org for VTA Board Review.