

The logo for RSOBHD is centered on the page. It consists of a vertical sword with a hilt at the top and a pointed blade at the bottom. Behind the sword are two overlapping circles. The left circle contains a grid of small dots, and the right circle contains a world map. The text 'RSOBHD' is written in a large, light purple font across the top of the logo, and 'World Governing Body of Highland Dancing' is written in a smaller, light purple font at the bottom.

**RSOBHD**

# **Rule Book**

Rules January 2022

World Governing Body  
of Highland Dancing

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## **A – ARTICLES OF CONSTITUTION**

### **I - TITLE**

The title of this organisation shall be “The Royal Scottish Official Board of Highland Dancing” hereinafter referred to as the “Board” having its International Headquarters in Scotland.

### **II - OBJECTS**

Subject to the proviso that it shall in no way interfere with the business and /or administrative arrangements of the Associations and Organisations represented on it the objects of the Board are:

- a) To bring about co-operation between the recognised Associations, Organisations and individuals connected with Highland Dancing without direct or indirect discrimination as to any characteristics referred to in the RSOBHD Equality, Diversity and Inclusion Policy.
- b) To educate the public to take lessons from qualified teachers.
- c) To help the public by seeing that all recognised teachers show similar basic steps for the traditional Highland dances and any other dances regularly featured at Highland Games competitions.
- d) To see that the Rules and Conditions in force for the time being, and the technique as set forth in the current edition of the RSOBHD Text Book, Highland Dancing, are observed in all recognised Championships and competitions.
- e) To encourage the proper conduct of competitions, to recognise certain established Championships as such and to discourage the duplication of such events.
- f) And to do everything that will advance the art of Highland dancing and preserve its traditional form.

### **III - MEMBERSHIP**

FULL MEMBERSHIP of the Board is open to Associations, Organisations and individuals who come within one of the following categories and who satisfy the conditions applicable to that category:

- a) An EXAMINING BODY is a Scottish Highland Dancing Association or a Dance Teachers' Association with a Section/Branch exclusively devoted to Scottish Highland Dancing and
  1. To which membership can be gained only by examination,
  2. Which has its Headquarters in the United Kingdom,
  3. Which has representation on the Board,
  4. Which is based overseas with direct affiliation to the relevant Subsidiary Board and has non-voting representation on the Board.

- b) A REPRESENTED MEMBER is an Association or Organisation which
1. Is connected with Scottish Highland Dancing,
  2. Has its Headquarters in the United Kingdom, and
  3. Has representation on the Board.
- c) AN AFFILIATED MEMBER is an overseas national organisation / Subsidiary Board of the RSOBHD which has representation on the Board.
- d) A COMPETITION ORGANISER is an organisation having representation on the board by virtue of the fact that it organises a Highland Dancing Competition or a Highland Games or a Dancing Festival incorporating a Highland Dancing Competition.

**Note: An individual cannot be accepted as a Competition Organiser.**

- e) An INDEPENDENT MEMBER is a person who, by reason of his or her knowledge and experience of Highland Dancing, has been duly elected to sit on the Board and will be entitled to vote at any meeting that he/she attends.
- f) An HONORARY MEMBER is appointed for life in recognition of his/her service to the Board in furthering the interest of Highland Dancing and will be entitled to vote at any meeting he/she attends.  
On being accepted as an Honorary Member of the Board, that person must automatically relinquish their Independent Membership.
- g) ASSOCIATE MEMBERSHIP in the following categories is open to other organisations connected with Highland Dancing.
1. RSOBHD registered competition organisers in the United Kingdom of Great Britain and Northern Ireland
  2. RSOBHD registered overseas competition organisations.
  3. Scottish Highland Dancing Associations with headquarters out with the United Kingdom of Great Britain and Northern Ireland
  4. Scottish Associations with headquarters out with the United Kingdom of Great Britain and Northern Ireland

Associate Membership of the RSOBHD is available to encourage a formal link between the Board and Organisations which are interested in promoting and advancing the traditional art of Scottish Highland Dancing. Associate membership does not require attendance at RSOBHD meetings and holds no voting rights.

#### IV - SUBSCRIPTIONS

Each Association or Organisation on the Board and each Independent Member shall pay an annual subscription, the respective amounts of which shall be determined by the Board from year to year at the Annual General Meeting and which subscriptions shall become due whenever the amount is fixed.

## V - ARREARS

- a) An Independent Member whose annual subscription is three months in arrears, or any Delegate of an Association or Organisation represented on the Board whose subscriptions are three months in arrears shall not be allowed to speak or vote at any meeting of the Board until such arrears have been paid.
- b) If still in arrears at the end of the twelve months an Examining Body, a Represented Member, an Affiliated Member, a Competition Organisation, an Independent Member or an Associate Member may be struck off the roll of membership of the Board should it be so decided at a Board meeting.
- c) At the first board meeting held after the 30th June each year, the name of any Association or Organisation having representation on the Board and/or the name of any Independent Member of the Board, any of whom are at that time in arrears with their annual subscriptions, shall be read out by the Honorary Secretary.
- d) When any fee owing to the RSOBHD becomes more than three months overdue, a late payment charge of 10% will be levied.

## VI – COMPOSITION OF THE BOARD

The Board shall consist of Office Bearers, Honorary Members, Delegates of Member Organisations and Independent Members as follows:

### Section A - Office Bearers

- a) An Honorary President
- b) An Honorary Vice-President
- c) An Honorary Chairman
- d) An Honorary Secretary/Treasurer

### Section B - Delegates of Member Organisations

A Delegate is a person duly appointed by an Examining Body, a Represented Member, an Affiliated Member, a Competition Organisation or an Associate Member to represent it solely and for no other Organisation concurrently on the Board. The Delegate must be an Office Bearer or Member of the organisation he or she represents. An Independent Member cannot be appointed as such a Delegate as herein before stated. Delegates to RSOBHD must be at least 21 years of age.

- a) Delegates from Examining Bodies approved by the Board each of which shall be entitled to three such representatives.
- b) Delegates from Represented Members approved by the Board, each of which shall be entitled to one such representative entitled to vote at any meeting he/she attends
- c) Delegates from Affiliated Members approved by the Board, each of which shall be entitled to 3 delegates except for ScotDance New Zealand which will be represented by 1 delegate. Until the financial year ending August 31st, 2017, as a condition of the above the other current members Organizations within North America will be transferred to Associate Member status



and membership fees for ScotDance Canada and FUSTA will reflect the subscriptions currently received from RSOBHD members in their respective countries and after which except for the membership status, this condition will expire.

- d) Delegates from Competition Organisations approved by the Board, each of which shall be entitled to one such representative entitled to vote at any meeting he/she attends, excluding matters of technique and/or judging.
- e) Delegates from Associate Members, each of which shall be entitled to one such representative. Delegates from Associate Members hold no voting rights.

**Note 1.** An Association or Organisation which has representation on the Board may appoint a “Substitute Delegate” who may attend Board meetings but who, unless taking the place of an absent Delegate, shall have no voting powers nor take part in any discussion unless invited to do so.

**Note 2.** No member of an Examining Body represented on the Board may join a Scottish Highland Dancing Association or the Highland Branch of a Dance Teachers’ Association with a Section/Branch exclusively devoted to Scottish Highland Dancing, which is an examining body and is not represented on or approved by the Board.

**Note 3.** No member of a Scottish Highland Dancing Association or the Highland Branch of a Dance Teachers’ Association with a Section/Branch exclusively devoted to Scottish Highland Dancing which is an Examining Body and is not represented on or approved by the Board can be admitted to membership of an Examining Body represented on the Board.

**Note 4.** Only Delegates or Deputies who have been named by associations or societies to be their representative can attend Board meetings. Any change in Delegates attending Board Meetings should be notified in writing to the Honorary Secretary prior to any such meeting.

**Note 5.** All Delegates attending Board meetings should wear tags stating their names and association represented.

### **Section C – Independent Members**

Not more than 10 Independent Members will be appointed by the Board, excepting that the Board may co-opt retiring Office Bearers as Independent Members until such times as vacancies occur.

**Note:** Independent Members must attend at least two-thirds of Official Board Meetings, if not the position will be open for nominations, except if a good and sufficient reason for their absence is given.

### **Section D - Honorary Members**

Honorary membership may be awarded for outstanding service to the Board.

Not more than 12 Honorary Members will be appointed by the Board, each of whom shall be entitled to a vote.

## VII - COMMITTEES

a) A Technical Committee shall be appointed by the Board for the purpose of considering any matters relevant to the technique. This committee shall consist of not more than five Independent Members elected by the Board together with two nominees from each Examining body who must be:

1. A full member of that examining Body and
2. A member of the RSOBHD Judge's Panel and
3. A Delegate to the RSOBHD

**Note:** Each examining Body may appoint a deputy to deputise for either of the nominated delegates, but at each meeting only two delegates may attend.

The Technical Committee may co-opt such person or persons from time to time as it may think fit.

- b) A Judges Committee will deal with all matters relevant to Judging and the Judges Test. The committee will consist of not more than five Independent Members elected by the Board together with two others who represent a Body able to vote on technical and/or judging matters as per X – Meetings and Administration para i).
- c) A Committee will be appointed comprising of all members of the Judges' Panel, with reports being made to Board meetings. The remit of the Committee will be to discuss Championship Steps and all matters relating to judging. This Committee will be convened by the Office Bearers of the RSOBHD.
- d) The board shall have powers to appoint further Committees or Sub-Committees to deal with specific matters and such committees may include persons other than those mentioned in Article VI.
- e) Each Committee with the exception of the Judges Panel Committee, shall appoint a Convenor who shall report the work of the Committee to a meeting of the Board for the consideration of that body. Prior to such consideration all deliberations of the Committee shall be strictly confidential. Whilst a committee is functioning, its Convenor, if not already a Delegate or an Independent Member of the Board, shall be co-opted to the Board and accorded the same privileges as a Delegate or Independent Member.
- f) The Honorary President, the Honorary Vice-President, the Honorary Chairman and the Honorary Secretary/Treasurer of the Board are ex-officio members of all Committees.
- g) In the event of a ballot being necessary each member of a Committee shall be entitled to one vote. In the event of a tied vote the Convenor will have the casting vote.
- h) The Honorary Secretary of the Board will act as secretary of all Committees.
- i) A special emergency Committee will consist of the four Office Bearers. This Committee will meet whenever any emergency arises.

## VIII – ELECTIONS

### **A - Office Bearers designated in Article VI, Section A**

- a) Office Bearers shall be elected annually at the Annual General meeting.
- b) Retiring Office Bearers shall be eligible for re-election but any new nomination for any of these offices must be in the hands of the Honorary Secretary in time for the name and address of the new nominee to be placed on the agenda for the Annual General Meeting.
- c) Should a vacancy occur in any of these offices, the Board may appoint some person to fill that vacancy until the following Annual General Meeting.
- d) A person nominated as President, Vice President or Chairman, need not be one entitled to sit on the Board by virtue of Article V1, but must be a member in good standing of a Highland Branch of an Examining Body and a member of the RSOBHD Panel of Judges or a retired member of the RSOBHD Panel of Judges.

### **B - Examining Bodies, Represented Members, Affiliated Members, Competition Organisations and Associate Members designated in Article VI, Section B.**

- a) An association or organisation desirous of having representation on the Board may be duly accepted at any Board meeting provided such association or organisation: -
  - i) Has made application, in writing, to the Honorary Secretary of the Board and notice of that application is included in the agenda of the board meeting at which it is to be considered.
  - ii) Has satisfied the Board that it is firmly established and, where applicable, has a proper set of rules which are strictly followed, a copy of which must accompany the application.
- b) The aforementioned Associations and Organisations will be subject to re-election at each Annual General Meeting and, for the purpose of such re-election, it shall suffice if the Association or Organisation is proposed, seconded and receives a majority of the votes of those present.
- c) Applications received from Professional Teachers' Associations will be accepted as Represented or Affiliated Members, provided they fulfil the necessary Board membership requirements.
- d) The number of Competition Organisations in full membership of the Board is restricted to fourteen. If a Competition Organisation is not represented at three or more meetings in the year it will be assumed that it no longer requires a working membership of the Board and its membership will lapse.



### **C - Independent Members designated in Article VI, Section C**

- a) Independent Members are not subject to re-election.
- b) A Nominee for a vacancy for Independent Membership of the Board may be elected by ballot at the Annual General Meeting.
- c) Any new nomination for Independent Membership must be in the hands of the Honorary Secretary in time for the name and address of the new nominee to be included in the agenda for the Annual General Meeting at which the election is to be held.
- d) In the event of an Independent Member ceasing to be a member of the Board for any reason whatsoever, nominations will be accepted for the vacancy in accordance with sub-paragraphs b) and c) above.

### **D - Committees designated by Article VII, paragraphs a and b**

- a) Persons appointed by the Board to sit on various Committees shall be subject to re-election to their respective committees at the Annual General Meeting.
- b) Retiring Committee members shall be eligible for re-election but any new nomination for such a post must be in the hands of the Honorary Secretary in time for the details to be included in the agenda for the Annual General Meeting concerned.
- c) In the event of a new nomination or nominations being duly put forward for the Annual General Meeting for a Committee in which all the retiring members appointed by the Board are seeking re-election, then a ballot shall be held.
- d) Should a vacancy occur in the membership of any Committee, the Board shall have power to appoint some person to fill such vacancy until the following Annual General Meeting.

## **IX – DUTIES OF OFFICE BEARERS**

### **A - Honorary President**

The Honorary President may, if present at a Board meeting, open and/or close the meeting if he/she so desires but otherwise shall not preside. He/she shall be accorded the same privileges as a Delegate or Independent Member.

The President shall:

- a) Be entitled to an honorarium for his/her services, the amount to be determined annually by the Finance Committee and paid out by the end of the financial year.

### **B - Honorary Vice-President**

The Honorary Vice President shall be accorded the same privileges as a Delegate or Independent Member and, in the absence of the Honorary President, shall have the rights of that official.

The Vice-President shall:

- a) Be entitled to an honorarium for his/her services, the amount to be determined annually by the Finance Committee and paid out by the end of the financial year.

## **C - Honorary Chairman**

The Chairman shall:

- a) Be entitled to an honorarium for his/her services, the amount to be determined annually by the Finance Committee and paid out by the end of the financial year.
- b) preside at all meetings of the Board, but, in the event of his/her being absent from any such meeting, the Honorary President shall preside. In the event of both the Honorary Chairman and the Honorary President being absent from any such meeting, the members present shall elect a Chairman for that particular meeting.
- c) inspect and announce the results of all voting.
- d) give his/her casting vote in the event of a tie but otherwise shall not vote.
- e) ensure that the Annual Receipts and Payments Account is duly audited in time to be distributed to the Board members prior to the Annual General Meeting. He/she shall be accorded the same privileges as a Delegate or an Independent Member.

## **D - Honorary Secretary/Treasurer**

The Honorary Secretary/Treasurer shall:

- a) record the minutes of all Board meetings, which minutes shall be confirmed at the following Board meeting.
- b) notify all Office Bearers and all Board members of the date of each Board meeting giving at least 14 days notice.
- c) send a report of the minutes of each Board meeting to the parties named in paragraph b above.
- d) have care of all the books and papers relating to his/her office.
- e) have charge of, and be responsible for, the funds of the Board, whatever form they may take and pay all accounts due by the Board.
- f) when required, render a true account of all monies received and paid by him / her on behalf of the board.
- g) when required, bring to a Board meeting all the books and documents relating to his/her office.
- h) when required pay over all the funds remaining in his/her hands and assign and deliver all books, papers and property belonging to the Board to such person or persons as the Board shall appoint.
- i) annually prepare a Receipts and Payments Account in good time to allow such account to be duly audited and a copy of the said account to be sent to all Office Bearers and all Members of the Board prior to the Annual General Meeting.

- j) each year be entitled to an honorarium for his/her services, the amount of which to be determined by the Board from time to time.
- k) if it be decided by a Board meeting, be reimbursed from the funds of the Board for any expenses out with normal petty cash expenditure he/she may incur on behalf of the Board. He/she shall be accorded the same privileges as a delegate or Independent Member.

## X – MEETINGS AND ADMINISTRATION

- a) The Board, through the Honorary Office Bearers, may appoint a Director of Administration, as a salaried employee, to carry out the administrative duties of the Board and act as secretary to the Board and to Board Committees. The Director will take over the duties of the Honorary Secretary/Treasurer unless and until an Honorary Secretary/Treasurer is appointed. The general terms, conditions and job description of the employment will be agreed by the Office Bearers with the Director. The Director will not be entitled to vote on any matter but may speak on any item concerning administration. The Director may not represent any member Organisation as a Delegate to the Board, but if appropriate, may act in his/her capacity as an Independent Member.
- b) The Board shall meet at least three times a year, or as required. The presence of any twelve of the individuals designated in Article VI shall form a quorum.
- c) Propositions and nominations may be submitted by Office Bearers, Delegates acting on behalf of their own Association, Independent Members, Honorary Members or by the Board acting in Committee at a meeting.

Every nomination for the Annual General Meeting must be submitted with a brief resume detailing the nominees relevant skills and experience pertaining to that committee.

**Note:** Members submitting propositions must state in which page, section and paragraph of the Constitution and Rules the addition, deletion or alteration should be placed and word it appropriately. Every proposition for the AGM must be submitted with a clear rationale.

- d) The Annual General Meeting shall take place in November, the exact date and venue to be fixed not later than three months prior to November. Nominations and Propositions for the AGM must be in the hands of the Secretary by 15th July. A provisional Agenda will be issued by 12th August. Closing date for receipt of amendments will be 12th September and the final Agenda will be issued by 19th September.
- e) The Standing Orders shall be read at the opening of the Annual General Meeting and, if approved, adopted.
- f) At the Annual General Meeting and at any Board meeting at which a ballot is to take place, scrutineers shall be appointed to count the votes, report results to the Chairman and fulfil any other duties that may be required of them. At all Board meetings Office Bearers, Independent Members, Honorary Members and Represented Members are entitled to one vote while Affiliated Members and Examining Bodies are represented by three (3) delegates and entitled to a total of five (5) votes except for ScotDance New Zealand which will be represented by one (1) delegate with one (1) vote, subject to Section IX C c).

- g) Unless by the permission of the Board or upon the invitation of the Board, no person or persons shall be present at a Board meeting other than the Office Bearers, Delegates, Independent Members, Honorary Members designated in Article VI above and the Director of Administration.
- h) Should the agenda for a Board meeting include a matter which has been reverted for consideration by Examining Bodies and it transpires that an Examining body has not considered same, then it shall be dealt with at such Board meeting unless a delegate of that Examining Body can assure the Board that such non-consideration has been due to the fact that no meeting of the Examining Body has been held in the interim, in which case only, the matter may be left on the table for finalisation at the following Board meeting.
- i) Only office Bearers, Independent Members, Honorary Members and Delegates of Examining Bodies or Teachers/Judges Associations may participate in any discussion and vote upon any proposition which deals with technical and/or judging matters.
- j) Associations or Societies in membership must inform their Delegates of the contents of any letter of complaint etc. they may send to the board for discussion. The Delegates would then be able to discuss the contents at Board meetings and the reason for their Association's/Society's letter. The Delegate to report the findings of the Board to their Association or Society.
- k) An annual Liaison Meeting will be held in August with RSOBHD officers and one direct representative from each of the Examining Bodies, Australian Board, Southern Africa Board, ScotDance Canada, FUSTA and SDNZ. If a direct representative is unable to attend, each Organisation should endeavour to send a representative who is able to clarify and consult on any matters of concern arising before the year end, to review the rationale of any proposals for the RSOBHD Annual General Meeting.
- Note:** To enable this meeting to be of more value to those present and to disseminate as widely as possible the spirit and background for any AGM proposals, the date for receipt of propositions for the AGM will be 15<sup>th</sup> July.
- l) In order to provide a safeguard against decisions taken without due regard to practical difficulties experienced by our represented Organisations outside Europe, if a country finds a particular decision by RSOBHD impossible to implement, the Organisation in that country may appeal against the ruling but present a revised proposal for consideration based on the spirit of the original proposition.

## XI – EMERGENCY MEETING

It is the duty of the Chairman to call a meeting of the Board should he/she be requested to do so in writing by not less than ten Delegates and/or Independent Members of the Board and such meeting must be called within two weeks of the date on which the request was received.



## **XII – PROPERTY, FUNDS & BOOKS**

All monies subscribed or paid out and all property acquired on behalf of the Board by the Honorary Secretary / Treasurer or any other individual designated in Article VI, shall belong to the Board.

The Board may purchase and hold property to be used as a headquarters for the Board and in furtherance of the objects of the Board.

The Board may authorise the Honorary Office Bearers to make any necessary arrangements with the Board's Bankers to cover by means of overdraft or other banking facility any extraordinary expenditure incurred or likely to be incurred in the foreseeable future. Any such authority given will automatically lapse on 30<sup>th</sup> November each year unless renewed at the Annual General Meeting held during November of that year. Any such arrangements will be reported to the Board at the next Board meeting following completion of those arrangements.

## **XIII – AUDITORS AND FINANCIAL YEAR**

- a) The financial year of the Board shall end on 31<sup>st</sup> August
- b) An accountant shall be appointed auditor by the Board to examine the books and the annual accounts of the Board. The accountant shall have access to all books and vouchers, and shall verify that the annual accounts are correct by signing a copy, or shall report to the Board in what respects they are incorrect.

## **XIV - PUBLICITY**

It is not permissible for any person entitled to sit on the Board to advertise this fact in any advertisement, circular or letter heading.

A member of the Board's Judges Panel may advertise to that effect, but not that he or she has judged at any particular championship or other competitions authorised by the Board. It is permissible to obtain reference to the Board and its work in the press, even if this entails publication in the interview or article of the name of some person entitled to sit on the Board.

## **XV – DISCIPLINE / EXPULSION**

### **a) DISCIPLINARY PROCEDURE**

The Disciplinary Procedure will be applied in all cases of alleged misconduct by a Participant or where it is alleged that a Participant has infringed any rule, policy or code of the Board or it is alleged that the conduct of a Participant has been or is likely to be detrimental to the interests, welfare or reputation of the Board or any of its objects.

"Participant" means any organisation, body, association or individual with full or associate membership of the Board, any individual who is a member of an organisation, body or association with full or associate membership of the Board and any individual who is registered with the Board.

At all stages of formal Disciplinary Procedure, a Participant will have the right to be accompanied as detailed herein.

## **Investigation**

Where a disciplinary matter arises, the information will be collated by the Director of Administration. Witness statements may be obtained where required. In the event of the matter proceeding to a formal Disciplinary Hearing, copies of any witness statements will be provided to the Participant in advance of the Hearing unless the circumstances reasonably require that these be kept confidential.

## **Suspension**

The Board reserve the right to suspend a Participant's membership of or registration with the Board while enquiries are being carried out and during the Disciplinary Procedure.

## **Informal Hearing**

Minor disciplinary matters may be dealt with by the Chairman plus two (2) other members of the Disciplinary Committee at an informal Hearing. The Participant will be given reasonable notice of the informal Hearing which will be fixed for a reasonable time and at a reasonable location. If at any stage during the informal Hearing, it becomes clear that formal Disciplinary Action may be required, then the hearing shall be terminated and a formal Hearing will be arranged as detailed below.

## **Formal Hearing**

If a formal Disciplinary Hearing is required the Participant will be invited in writing to attend a Disciplinary Hearing before the Disciplinary Committee which will take place as soon as is reasonably practicable. The Participant will be advised in advance of the nature of the alleged conduct giving rise to the Disciplinary Procedure and the Participant will be provided with any relevant documentation, including statements, in relation to the matter.

The Disciplinary Hearing will take place at a reasonable time and in a reasonable location. The Participant will have the right to be accompanied at any Formal Hearing by another Participant. The Participant will be entitled to receive a copy of the Disciplinary Hearing notes and any minutes taken. The Disciplinary Committee may withhold witness details only if they reasonably believe that such disclosure would put witnesses at risk. The Participant must take all reasonable steps to attend the Disciplinary Hearing. If it is not possible for the Participant to attend the Disciplinary Hearing, the Disciplinary Committee will arrange another Disciplinary Hearing to enable the Participant to attend. If the Participant fails to attend the re-arranged Hearing without a good reason, a decision may be made in the Participant's absence. At the Disciplinary Hearing, it will be explained to the Participant why the Disciplinary Hearing is necessary and will be given an opportunity to present his/her/its case.

If in the course of the Disciplinary Hearing it becomes apparent that further investigations are reasonably required, the Disciplinary Hearing will be adjourned to allow such investigations to be carried out. The adjourned Disciplinary Hearing will be arranged as soon as reasonably practicable thereafter.

The Participant will be notified in writing of the outcome of the Disciplinary Hearing whenever reasonably possible within seven working days of the date of the Disciplinary Hearing or adjourned Disciplinary Hearing. In the event that the complaint against the Participant is established, the Participant shall also be advised of the penalty imposed. The Participant will be advised of the right to appeal against any decision made as a result of the Disciplinary Hearing.

Subject to the seriousness of the matter established, the Disciplinary Committee may issue a written warning to a Participant or suspend or expel a Participant from membership of or registration with the Board as it considers appropriate.

### **Written Warning**

The Disciplinary Committee may issue a written warning outlining the required improvements expected of the Participant. A copy of any such warning will be recorded but disregarded after three months of satisfactory conduct.

### **Suspension**

The Disciplinary Committee may suspend a Participant's membership of or registration with the Board for such period as it considers appropriate.

### **Expulsion**

If the Participant's conduct fails to improve sufficiently after the issue of a written warning or in the event of gross misconduct or a gross breach of the rules, policies or codes, the Participant may be expelled from the Board or from registration with the Board. In the event that it is established that the Participant should be expelled, expulsion will take effect immediately, without prejudice to the Participant's rights of appeal.

### **Appeals**

Participants have the right to appeal against any disciplinary action taken against them or in the event of their expulsion. If a Participant wishes to appeal he or she must provide the basis of their appeal in writing within fourteen days after receipt of notification of the disciplinary decision in writing.

The Appeals Committee will arrange and hold an appeal hearing as quickly as possible. The Participant will be entitled to attend the appeal hearing and will be given an opportunity to state his/her/its case. The Participant must take all reasonable steps to attend this meeting. The Appeal will be conducted by the Appeals Committee. If in the course of the appeal hearing it is identified that further investigations are required, the appeal hearing shall be adjourned for that purpose and reconvened as soon as reasonably practicable thereafter.

The Appeals Committee will inform the Participant in writing of its decision in response to the Participant's appeal within seven working days of the appeal hearing or adjourned appeal hearing.

The decision at this stage will be final.

All hearings provided for in this procedure will be arranged as quickly as possible. The purpose of this procedure is to resolve at the earliest opportunity any issues raised. While the Disciplinary and Appeals Committees will make every effort to settle issues within the time limits indicated, this may not be possible on occasions. In these circumstances an extension of time may be arranged.

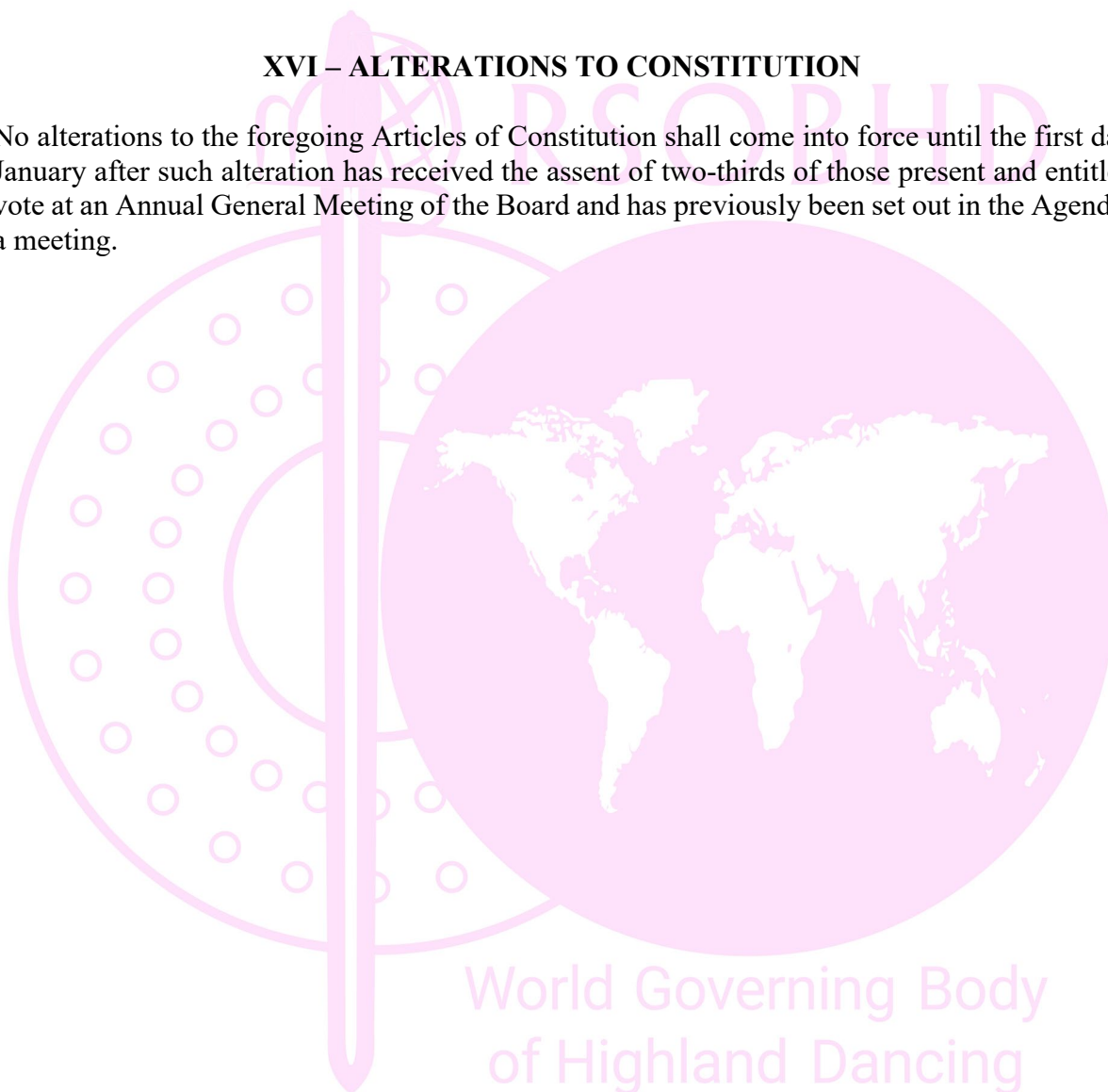
At all stages of the procedure a Participant is entitled to be accompanied by a fellow Participant.

- b) The repetition of private and/or confidential business matters discussed at any Board meeting will be considered detrimental to the interests and welfare of the Board and will evoke the procedure in paragraph (a) above.
- c) The provisions of paragraph (a) above shall apply in respect of any misconduct by any member of the Boards Judges' Panel who is not entitled to sit on the Board by virtue of article VI. The Board may, if it be so determined in manner set forth above, remove such member from the Panel of Judges.

- d) Any Office Bearer, Delegates or Independent Member of the Board misapplying the funds of the Board shall repay the same or be expelled from the Board and shall be liable to prosecution for such misapplication.
- e) An Association or Organisation which has representation on the Board shall ensure that its members individually and collectively observe the rules of the Board in force for the time being and abide by the decisions of the Board.

## **XVI – ALTERATIONS TO CONSTITUTION**

No alterations to the foregoing Articles of Constitution shall come into force until the first day of January after such alteration has received the assent of two-thirds of those present and entitled to vote at an Annual General Meeting of the Board and has previously been set out in the Agenda for a meeting.





## **B – RULES AND REGULATIONS**

The RSOBHD operates registration schemes for competitions and competitors and provides a graded competition structure which allows a dancer to progress through competition categories from Primary, through Beginner, Novice and Intermediate levels to Premier grade competitions, Pre-Championship and Championship events.

Dancers registering with the RSOBHD, and paying the appropriate fee, are entitled to compete in all competitions recognised by the RSOBHD.

As a precedent to such registration the dancer must be

- a) a student of a teacher in membership of the Highland Branch of an Examining Body recognised by the RSOBHD or of an Association in membership of an RSOBHD subsidiary organisation out with the United Kingdom of Great Britain and Northern Ireland or
- b) a member of the Highland Branch of an Examining Body recognised by the RSOBHD or of an Association in membership of an RSOBHD subsidiary organisation out with the United Kingdom, Great Britain and Northern Ireland. Dancers from countries with no Highland Dancing Association recognised by the RSOBHD may be registered as Premier standard competition dancers subject to them agreeing to abide by RSOBHD rules and regulations.

### **INTEGRATION OF AREA REGISTRATION SCHEMES: INTERNATIONAL ACCEPTANCE OF REGISTRATION CARDS**

1. All competition Organisers world-wide, conducting competitions under RSOBHD rules and with pre-premier classes, must be registered with RSOBHD or RSOBHD subsidiary body, such as the ABHDI, OBHD (S.A.) or other organisation authorized by the RSOBHD to act as registration agents such as FUSTA, ScotDance Canada and ScotDance New Zealand.
2. All competitors taking part in competitions advertised and run under RSOBHD rules, must be registered with the RSOBHD or RSOBHD subsidiary body, such as the ABHDI, OBHD (S.A.) or other organisation authorised by the RSOBHD to act as registration agents such as FUSTA, ScotDance Canada and ScotDance New Zealand.

RSOBHD will recognise full international reciprocity of all registration cards.

3. Recognising that a proportion of registration fees is required to support the administration of the World Governing Body, the UK and non-UK subsidiary bodies authorised to act as registration agents are required to pay an annual levy. This levy is based on a fixed fee per dancer and will be determined by the RSOBHD annually. The levy is payable twice yearly in March and September.

### **I - TECHNIQUE**

- a) The Board will recommend the dances which should be used at competitions or championships, define the Basic Positions, Movements and Steps which may be used in those dances and will determine the technical points which shall guide a judge towards arriving at a decision.

- b) The technique compiled by the Board is the result of embodying what is considered to be the best of many styles, yet it allows an appreciable variation in the method of presentation and considerable scope for individual interpretation. Therefore provided a competitor conforms to that technique, judges must not allow personal stylistic preferences to bias their judgement.
- c) Non-board steps must not be accepted in a competition even in the Beginners' section.

## II - CHAMPIONSHIPS

The Board will grant permission for the organising of Championships, see that they are properly carried out and ensure that titles are not duplicated.

Competitions and Championships are subject to the law of the country in which held and further governed by the up-to-date Constitution and Rules of RSOBHD. Competitions and Championships subject to pressure from other extraneous sources as regards their composition or entry lists will be liable to cancellation and/or withdraw RSOBHD recognition as the Board and/or its officers see fit, the better to continue the international co-operation and friendly rivalry amongst Highland Dancers throughout the world.

The Board will award three "Champion of Champions" trophies to the leading dancers in each of three categories, under 16 years, 16 years and under 18 years and 18 years and over, based on the results of all UK championships in each category, held in the year to end August.

### 1. Recognition of Championships

- a) An application to the Board for recognition of a competition as a championship must be made in writing to reach the full Board in time for the September meeting of the Board and must designate the FULL NAME and DESCRIPTION of the organising party and give the DATE, VENUE, CLASSIFICATION and TYPE (open or closed) of the proposed Championship. No Championship will be authorised for the calendar year after the November RSOBHD meeting.
- b) An Organiser may apply to hold a Championship, after successfully running the event as a non-championship contest for a period of three years. There is no automatic granting of a permit and all applications including choice of title are subject to approval by the RSOBHD at the September meeting.
- c) Should the organising party desire to hold more than one Championship at the same venue on the same date, the details of each Championship applied for must be set forth separately on the application.

- d) Every application must be accompanied by the REGISTRATION FEE set by the Board in respect of each Championship applied for (see Section 5, Certificates), but should the Board refuse the recognition of a Championship applied for, the registration fee shall be returned.
- e) The Board will not grant a Championship for an event covering competitors under seven years of age. Competitors must be seven years of age or OVER to be eligible to compete in Championship events.
- f) A Championship sanctioned by the Board may be held once in any one calendar year.
- g) When applying for the RENEWAL OF RECOGNITION of a championship, the organising party shall follow the same procedure as laid down in paragraphs (a), (b) and (c) above, if the organiser of the Highland Games/Festival remains the same from year to year. Any alteration must be made in writing to the Board.

- h) A Championship recognised by the Board must include all four Highland Dances as follows:

Highland Fling

Sword Dance (Ghille Callum) – This dance must be performed over a ‘set’ of right and left handed raised hilted swords

Seann Triubhas

Strathspey and Reel of Tulloch, or  
 Strathspey and Highland Reel, or  
 Reel of Tulloch (Hullachan), or  
 Strathspey, Highland Reel and Reel of Tulloch

In each dance at a Championship, competitors shall dance the steps in the sequence laid down by the Board for the calendar year in which the Championship is taking place.

Where entrance to a Championship is obtained from placings in an age group competition or minor Championship, then all heats and finals in such competitions must be regarded as preliminary heats of the Championship proper.

A competitor is restricted to a maximum of eight solo dances on any one day.

- i) No competition in Highland Dancing may be entitled “Championship” without the sanction of the Board.
- j) Championships must be held under the rules of The Royal Scottish Official Board of Highland Dancing and must be advertised as “Recognised by the RSOBHD”.
- k) Championships may be held on the same day provided that the venues are least 750 miles apart. Closed Championships may be held on the same day and at the same venue as an Open Championship, or at a different venue on the same day as an Open Championship provided the venues are at least 750 miles apart. In addition, a Closed Championship may be held on the same day as another Closed Championship regardless of distance provided that one closed championship does not encompass the boundaries of another.
- l) Championships cannot be held on the same day as a Scottish National Dance Premiership unless the venues are at least 750 miles apart, or they are organised by the same organising body in the same venue.

- m) Championships must have at least six entries taking part on the day for the Championship to go ahead. Withdrawal of entrant(s) due to injury or illness incurred during the event does not nullify the Championships.
- n) Organisers must hold judges / scrutineering sheets for one year until the next Championship is held. Judges / scrutineering sheets may be called in at random for checking.

## 2. Titles of Championships

Titles of Championships are limited to the following five classes:

### **World**

**National:** Covering a whole country or more.

**Area:** Covering a large geographical area of the country such as North, South, East, West or Midlands, in which case the boundary of a proposed area Championship must be clearly defined by the organisers and receive the approval of the Board.

**County:** Covering one geographical county, district or region. The Board may sanction two adjacent counties holding one combined Championship, e.g. Sutherland and Caithness.

Additional Titles: Selected as appropriate, e.g. “Land o’ Burns”

## 3. Open and Closed Championships

- a) An Open Championship is one which competitors resident outwith the area named in its title may compete. A Closed Championship is one which the competitor must qualify by birth or by having been resident for six months immediately prior to the event in the county, area or country covered by the Championship. If a dancer moves to a new county, area or country, that dancer retains residency in the old county, area or country until 6 months residency takes place in the new county, area or country. Unless otherwise laid down by the organisers, there is no maximum or minimum age limit in an Open or Closed Championship, excepting only the provisions of paragraph 1 (e) (Recognition of Championships).
- b) When a person is qualified to compete in two county Championships one by birth and one by residence, such a person may not compete during any one calendar year in both Championships but must make his/her choice. The choice shall also determine which Closed Area Championships such person is entitled to enter.
- c) National and Area Championships may be either Open or Closed at the discretion of the Organisers. If both are sanctioned by the Board they must be organised as separate events.
- d) Should a National Closed Championship use a heat to a final, the National Closed Championship Organiser may elect to choose eligibility by either residence or birth.
- e) County Championships may be Open or Closed at the discretion of the Board, but only one of such types will be sanctioned during any one calendar year for a particular county.
- f) Championship classes must clearly state the age of dancers eligible to enter this class. Where more than one age group is included in this class, the age of the youngest competitor eligible to enter that class must be stated. This does not include the oldest age group which is defined by using the term ‘or over’.



- g) In the event of there being insufficient entries in a stated age group, prior to or on the day, the event organiser has the option to amalgamate or amend age groups to meet the minimum numbers required. Amalgamation cannot include under 16 and 16 and over or under 12 years and 12 years and over.

Where possible approval should be requested from the RSOBHD prior to the event and, in all cases, full details provided to the RSOBHD with the Championship Reports.

#### **4. Certificates**

The winner of a recognised Championship shall be entitled to a certificate issued by the Board and signed by the President of the Board.

The organising party is responsible for:

- a) providing the Board, within seven days of the event, with full particulars with which to complete the certificates.
- b) forwarding the completed certificates to the respective winners as soon as possible after receiving them from the Board.

#### **5. Unrecognised “Championships”**

A competitor who has taken part in any so called Championship not recognised by the Board, or any person who has acted as judge at such an event, shall be ineligible to compete or adjudicate in any recognised Championship or Competition under RSOBHD rules until given permission to do so by the Board. Such permission may be withheld for as long as the Board may decide.

### **III – SCOTTISH NATIONAL DANCE PREMIERSHIPS**

#### **1) Application, Approval and Renewal of Scottish National Dance Premierhips**

- a. RSOBHD is the World Governing Body of the ‘Scottish National Dance Premierhips’. Scottish National Dance Premierhips are subject to the rules of the RSOBHD and sanctioned by the RSOBHD. These events can only be run by championship organisers.
- b. Organisers wishing to host a Scottish National Dance Premierhip event must apply to RSOBHD for an event in the following calendar year. An organiser may apply to hold a Scottish National Dance Premierhip after organising a championship for the 3 years preceding. Scottish National Dance Premierhips may be run in conjunction with a championship or as a standalone event.
- c. An application to the Board for recognition of a Scottish National Dance Premierhip must be made in writing to reach the full Board in time for the September meeting of the Board. No Scottish National Dance Premierhip will be authorised for the calendar year after the November RSOBHD meeting. Each application must be accompanied by the full registration fee which is set forth each year by the RSOBHD. Applications not accompanied by the full fee will not be accepted.

- d. Organisers will be able to suggest 3 possible titles for their Scottish National Dance Premiership event. One will be selected by the RSOBHD. That title will be granted only to the requesting organisation until that organisation, as indicated in writing, wished to discontinue renewal of their Scottish National Dance Premiership. Scottish National Dance Premiership titles may only be utilised once in a calendar year.
- e. Scottish National Dance Premierships are categorised as Open. Similar to RSOBHD sanctioned Championships, Scottish National Dance Premierships occurring on the same day must be separated by 750 miles.
- f. Scottish National Dance Premierships cannot be held on the same day as a Championship unless the venues are at least 750 miles apart, or they are organised by the same organising body in the same venue.
- g. The winner of a recognised Scottish National Dance Premiership shall be entitled to a certificate issued by the Board and signed by the President of the Board. The organising party is responsible for providing the Board, within seven days of the event, with full particulars with which to complete the certificates.

Judges marking sheets and results should be retained for the period of 1 year. Judges sheets may be called in at random by the RSOBHD.

- h. No event organiser may advertise the title of ‘Scottish National Dance Premiership’ without the sanction of the RSOBHD.

### **Scottish National Dance Premiership Event Details**

- a. Scottish National Dance Premierships must be advertised as ‘Recognised by RSOBHD’.
- b. Scottish National Dance Premierships are open to Premier dancers of age 7 and over only. Organisations not adhering to the rule risk RSOBHD not renewing their event as a Scottish National Dance Premiership.
- c. Similar to RSOBHD championships, RSOBHD’s Scottish National Dance Premiership steps will be selected for three categories: Juvenile (7 and under 12 years), Junior (12 & under 16 years) and Senior (16 years & over).
- d. Scottish National Dance Premiership classes must clearly state the age of dancers eligible to enter this class. Where more than one age group is included in this class, the age of the youngest competitor eligible to enter that class must be stated. This does not include the oldest age group which is defined by using the term ‘or over’.
- e. In the event of there being insufficient entries in a stated age group, prior to or on the day, the event organiser has the option to amalgamate or amend age groups to meet the minimum numbers required. Amalgamation or amendment cannot include under 16 and 16 and over or under 12 years and 12 years and over.

Where possible approval should be requested from the RSOBHD prior to the event and, in all cases, full details provided to the RSOBHD with the Scottish National Dance Premiership

Reports.

f. Scottish National Dance Premierships must have at least six entries on the day for the Scottish National Dance Premiership to go ahead. Withdrawal of entrant(s) due to injury or illness incurred during the event does not nullify the Scottish National Dance Premiership.

g. Each dance in a Scottish National Dance Premiership is scrutineered to 6 places and prizes are awarded to 6<sup>th</sup> place. Scottish National Dance Premiership points may be awarded. Overall prizes are awarded to 6<sup>th</sup> place.

h. Four (4) dances will be included in Scottish National Dance Premierships and such dances as well as their steps will be decided upon each calendar year by the RSOBHD. Dances may include the Irish Jig, Sailor's Hornpipe and any of the following Scottish National Dances: Flora MacDonald's Fancy, Scottish Lilt, Blue Bonnets Over the Border, Village Maid, Scotch Measure, Earl of Errol, Wilt Thou Go to the Barracks, Johnnie? and Heilan' Laddie.

i. Dancers participating in a Scottish National Dance Premiership must dance the dances and steps as given by the RSOBHD for that calendar year. Dancing a non Scottish National Dance Premiership step in a Scottish National Dance Premiership event will lead to disqualification.

j. The use of pipers or musicians is strongly recommended for Scottish National Dance Premierships.

k. Duplicate judges' mark sheets must be used.

#### **IV – COMPETITIONS OTHER THAN CHAMPIONSHIPS**

If a competition other than a Championship is to be conducted according to the rules of the Board, the promoter shall be entitled to advertise to that effect.

There are three categories of competition:

1. Premier Competitions
2. Pre-Premier Competitions
3. Pre-Championship Competitions

#### **1. Premier Competitions**

##### **Premier Standard Registration Scheme:**

The Board operates an annual registration scheme for Premier dancers. Premier events enable dancers to compete together and are restricted only by the stated age grouping or to a certain confined area.

#### **SCOPE**

This scheme will involve three distinct bodies:

1. The RSOBHD who will administer its operation
2. Organisers of competitions running 'Premier' sections, who will require to submit their application for approval and if accepted, register with the registration agent in their country and run their competitions under RSOBHD rules, including the rules pertaining to the registration scheme

3. The dancers taking part in 'Premier' competitions will require to register with the RSOBHD or its registration agents and abide by the rules of the registration scheme. This scheme will cover all 'Premier' competitions

Entries for 'Premier' competitions will not be accepted without registration number being quoted.

## METHOD

1. Each competition organiser, having been accepted into the scheme, will be allocated an organiser's number and a certificate of membership of the registration scheme which will be displayed at their competition. The organiser's number will be used on all material pertaining to that competition.
2. Each competitor having been accepted into the scheme will be allocated a registration number and issued with a registration card showing their registration number. This registration number should be quoted when filling in entry forms for 'Premier' competitions.
3. A meeting for Organisers will be held annually and all Organisers must attend these meetings. The meetings must be conducted either (i) entirely in person or (ii) entirely by virtual means via any secure videoconferencing platform. Non attendance at Organisers meetings for a period of 2 years will result in automatic removal of registration number.

## MEMBERSHIP APPLICATIONS MUST BE MADE ON THE APPROVED FORM

Registration application forms will be available generally e.g. teachers and competition organisers or from RSOBHD and should be correctly filled in and posted to RSOBHD or authorised registration agents out with the UK.

## REGISTRATION CARD

The Premier registration card will be white.

The registration card must be carried to all competitions, checked prior to the competition commencing and be shown on request to the organisers at any other time.

Loss of a registration card should be reported immediately to the RSOBHD or overseas registration agent. Lost cards will be replaced on provision of the appropriate information and at the current registration fee.

## FEES

Fees will be determined by RSOBHD from time to time. The registration fee for Premier competitors will be specified no later than 1<sup>st</sup> September for the period commencing the following 1<sup>st</sup> January.

## FEES OVERSEAS

An annual registration fee will be payable by Premier standard dancers to their authorised registration agent. The fee payable and the date due shall be determined by such authorised registration agent.

## REGISTERED COMPETITIONS

- a) A list of registered competitions will be available from The RSOBHD registration unit or authorised registration agents out with the UK.
- b) Not less than four steps should be danced in the Highland or National in any section with the exception of the Sword Dance when the minimum should be 2 slow and 1 quick.



- c) At non-championship events a competitor is restricted to a maximum of eight solo dances on any one day. Dances to be chosen from Highland/Sailor's Hornpipe/Irish Jig group and the following lesser known dances: Flora MacDonald's Fancy, Scottish Lilt, Wilt thou go to the Barracks Johnnie, Highland Laddie, Blue Bonnets, Village Maid, Earl of Errol, Scotch Measure.
- d) A further category of non-solo dances includes Broadswords and Highland Reel teams only. These dances are in addition to the 8 solo dances allowed.
- e) The traditional Broadswords dance is a sword dance performed by four people, wearing traditional Highland Dress, round and over four Highland Broadswords placed tip to tip in the form of a cross. The dance consists of a number of steps in Strathspey tempo, followed by steps in Reel tempo, the steps to be based on Highland technique. In view of its military connections with the Scottish regiments the dance may be preceded and completed by a short march and salute.

A further category of National Competitions is allowed on the following conditions:

1. That they be on an annual basis only.
2. That there should be a maximum of 6 Lesser Known Dances, to be chosen from the eight listed above, plus the Sailors' Hornpipe and Irish Jig.

## OVERALL TROPHIES

For a single age group

The overall winner is determined by the total aggregate points obtained over the individual events regardless of the number of competitors in each dance.

Over a number of age groups

When awarding an 'overall' trophy or award over a number of individual age groups, there must be at least six competitors who have competed in their individual age group before their aggregate points can qualify to determine the overall winner. If there are less than six competitors in any individual dance then points gained in that dance should not be included in the total aggregate points for the Overall Trophy or Award. If it has been decided to hold a 'dance off' for an overall award, then all eligible competitors may compete regardless of the number of competitors within their individual group. All rules pertaining to an 'overall' trophy or award must be advertised on the entry form or programme.

Competitions not advertised or announced to be Pre-Premier competitions are automatically Premier competitions. A Pre-Premier dancer competing in a Premier competition automatically becomes a Premier standard dancer.

## 2. Pre-Premier Competitions

### Pre-Premier Standard Registration Scheme:

The Board operates a registration scheme for dancers from Primary standard through to Intermediate standard, which is the grading which immediately precedes Premier standard.

Dancers are not permitted to register until the age of four years. The scheme allows children newly started dancing to monitor their own performance by means of a personal achievement card which is stamped in the following circumstances:

1. In respect of the Beginner category, their card will be stamped at every competition where they win a first, second or third prize in ANY of the Highland dances – Highland Fling, Sword Dance, Seann Triubhas, Reel, or Special or Trophy Fling;
2. In respect of the Novice category, their card will be stamped at every competition where they win a first, second or third prize in any dance.

Details of the scheme are as follows:

## **PURPOSE**

The scheme has been drawn up to bring under RSOBHD control the Pre-Premier sections in dancing competitions, to ensure that every child has the opportunity to compete with other dancers of comparative ability, whether they be Primary, Beginners, Novice or Intermediate standard.

This will ensure conformity of rules between different organisers who hold “Pre-Premier” sections at their competitions and assure all “Pre-Premier” dancers of fair play between dancers, and from competition to competition.

## **SCOPE**

This scheme will involve three distinct bodies:

1. The RSOBHD who will administer its operation.
2. Organisers of competitions running “Pre-Premier” sections, who will require to submit their application for approval and if accepted, register with the registration agent in their country and run their competitions under RSOBHD rules, including the rules pertaining to the registration scheme.
3. The dancers taking part in “Pre-Premier” competitions will require to register with RSOBHD or its registration agents and abide by the rules of the registration scheme.

This scheme will cover all “Pre-Premier” competitions, i.e. Primary, Beginner, Novice and Intermediate Dancers.

## **METHOD**

1. Each competition organiser, having been accepted into the scheme, will be allocated an organiser’s number and a certificate of membership of the registration scheme, which will be displayed at their competition. They will also receive, on loan, a stamp showing organisations number.

The organisations number will be used on all material pertaining to that competition and the stamp will be used to mark the registered competitor’s registration card when the competitor has been successful in any event in the competition. There will be space on the card to enter the

date of the competition. Only one stamping is necessary for all prizes awarded at one competition.

2. Each competitor having been accepted into the scheme will be allocated a registration number and issued with a registration card showing their registration number. This registration number should be quoted when filling in entry forms for “Pre-Premier” competitions.
3. Members or Associate Members of Examining bodies or applicants for Membership or Associate Membership of Examining Bodies, may not compete in any Pre-Premier competition sections and if registered as a Pre-Premier competitor must immediately rescind that registration and re-register as a Premier standard competitor.
4. A meeting for Organisers will be held annually and all Organisers must attend these meetings. The meetings must be conducted either (i) entirely in person or (ii) entirely by virtual means via any secure videoconferencing platform. Non attendance at these meetings for a period of two years will result in automatic removal of registration number.

### **Forms for ‘Pre-premier’ Competitions**

Entries for “Pre-Premier” competitions will not be accepted without registration number being quoted.

The registration card should be carried to all competitions and checked prior to the competition commencing and shown on request to the Organiser at any time. When a competitor has been successful the registration card must be presented for stamping by the organiser before the prize is given to the competitor. Any competitor unable to show a registration card will forfeit the prize until such time as it is produced. If not produced within 10 days the competitor’s name and number will be passed to the RSOBHD Registration Unit, who may advise all organisers not to accept an entry from the competitor until such matters are satisfactorily cleared up.

The registration card will be stamped only once during the course of a competition and it will cover all prizes awarded at that competition.

### **MEMBERSHIP APPLICATIONS MUST BE MADE ON THE APPROVED FORM**

Registration application forms will be available generally, e.g. teachers and competition organisers or from RSOBHD and should be correctly filled in and posted to RSOBHD or authorised registration agents out with the UK.

### **Competition Sections**

There will be no general “Pre-Premier” events - they will all be one of the following classifications:

1. **PRIMARY:** This category is designed to assist the introduction of the youngest dancers to competitive dancing. A competitor under seven years of age may compete in this section until the seventh birthday is reached after which that competitor is classified as a Beginner dancer and is not eligible to enter a Primary event. A Primary dancer may elect to compete in more advanced category at any time before reaching the age of seven years but thereafter must

continue in this new category and/or advance in accordance with the Pre-Premier Registration Scheme.

**Note:** Only four events may be provided for the Primary category:

a) Pas de Basque, b) Pas de Basque and High Cuts, c) Highland Fling, d) Sword Dance.

In view of the basic level of ability and technique expected in this category, it is not appropriate that trophies be presented and organisers must NOT therefore award trophies either as individual prizes or for most points overall.

**2. BEGINNERS:** This status is held until the competitor either a) gains a first, second or third prize in SIX separate Beginner's competitions, or b) until **twelve** months following the first beginners stamp whichever a or b is the later, after which that competitor is classified as a Novice dancer and is not eligible to enter a Beginner's event.

**3. NOVICE:** This status is held until the competitor either a) gains a first, second or third prize in SIX separate Novice competitions, or b) until twelve months following the first novice stamp whichever a or b is the later, after which that competitor is classified as an Intermediate dancer and is not eligible to enter a Novice event.

Beginner and Novice categories are restricted to:

a) Highland Fling b) Sword Dance c) Seann Triubhas d) Reel e) Flora Macdonald's Fancy f) Scottish Lilt g) Special Fling or Trophy Fling.

In respect to a "Special" or "Trophy Fling", 1<sup>st</sup> place should be awarded a trophy or special award of some description. The trophy should be a "KEEPER" style or a perpetual trophy. All awards following 1<sup>st</sup> place can be at the Organisers' discretion. No other dances are competed as a trophy or special dance in the Beginner or Novice category.

**4. INTERMEDIATE:** This status is held until the competitor either a) gains a first, second or third prize in SIX separate Intermediate competitions, or b) until twelve months following the first intermediate stamp which ever a) or b) is the later, after which that competitor is classified as a Premier dancer and is not eligible to enter an Intermediate event.

The Intermediate category is restricted to:

a) Highland Fling b) Sword Dance c) Seann Triubhas d) Reel e) Flora Macdonald's Fancy f) Scottish Lilt g) Barracks Johnnie h) Highland Laddie i) Sailors Hornpipe and j) Irish Jig.

A Competitor is restricted to a maximum of eight dances on any one day.

#### **SPLITTING A SINGLE-AGE PRE-PREMIER AGE GROUP**

A single-age Pre-Premier age group (i.e. 7 Years) may be split if there are 30 or more dancers in the group. It should be split equally by birth date.



## OVERALL TROPHIES

### **For a single age group**

The overall winner is determined by the total aggregate points obtained over the individual events regardless of the number of competitors in each dance.

### **Over a Number of Age Groups**

When awarding an 'overall' trophy or award over a number of individual age groups, there must be at least six competitors who have competed in the individual age group before their aggregate points can qualify to determine the overall winner. If there are less than six competitors in any individual dance then that dance shall not be included in the total aggregate points for the overall trophy or award. If it has been decided to hold a 'dance off' for an 'overall' award, then all eligible competitors may compete regardless of the number of competitors within their individual age group. This rule applies to all Pre-Premier categories (except Primary) and must be awarded within the same category. All rules pertaining to an 'overall' trophy or award must be advertised on the entry form or programme.

## AUTOMATIC ADVANCE

A competitor entering and dancing in a Premier event automatically becomes a Premier dancer.

An event not advertised to be a "Pre-Premier" event is automatically a "Premier" event. Events confined to an area, or confined to Boys are "Premier" events, unless otherwise stated.

This also applies to a Pre-Premier competitor entering and dancing in any Pre-premier category higher than their current category, i.e. a Beginner entering and dancing in an Intermediate event automatically becomes an Intermediate dancer.

For any dancer choosing to enter and dance in a higher category without first registering for that category, the organiser of the competition in which the dancer competed must issue a temporary card to the dancer. *The Organiser must also notify the competitor's Registration Agent who will issue the competitor a new card for the higher category.*

## BASIS FOR CLASSIFICATION

First, second or third prizes in all dances and competitions count for classification purposes; e.g. a competition where only lesser known dances appear on the programme, counts for classification.

## REGISTRATION CARDS

The cards will be in four different colours:

- Card 1 – Green card
- Card 2 - Blue card
- Card 3 - Yellow card
- Card 4 – Pink card

Card 1 should be returned to the Registration Agent when the dancer completes the Primary category and becomes a Beginner dancer.

Card 2 will be issued to that dancer on receipt of card 1 by the Registration Agent, or when the dancer applies to become a Beginner dancer.

Card 3 will be issued on receipt of card 2 by the Registration Agent.

Card 4 will be issued on receipt of card 3 by the Registration Agent.

Loss of registration card should be reported immediately to the RSOBHD or overseas Registration Agent. In the event of a competitor in the Beginners, Novice or Intermediate class losing his/her registration card a replacement will be provided on the payment of a penalty to be decided by the RSOBHD and he/she may continue to compete in the appropriate class for twelve months from the date of process of original application. In the event of a competitor in the Primary class losing his/her registration card, a replacement will be provided on the payment of a penalty to be decided by the RSOBHD, and he/she may continue to complete the remaining time in the Primary period.

## **REGISTERED COMPETITIONS**

A list of registered competitions will be available from the RSOBHD Registration Unit.

## **FEES**

Fees will be determined by RSOBHD from time to time. The registration fee for Pre-Premier competitions will be specified no later than 1<sup>st</sup> September for the period from the following 1<sup>st</sup> January.

## **FEES - OVERSEAS**

An annual registration fee will be payable by Pre-Premier standard dancers to their authorised Registration agent. The fee payable and date due shall be determined by such authorised Registration agent.

## **PENALTIES**

A registered Pre-Premier dancer dancing out with registered Pre-Premier competitions and/or providing incorrect information on an application form, will incur a six month penalty. During this period they will not be accepted as eligible to enter any registered competition. This rule is in the interest of the dancers to ensure fair competition and has the complete backing of competition organisers registered with RSOBHD.

A registered competition failing to operate under RSOBHD rules, including the rules pertaining to the registration scheme, will be asked to provide the RSOBHD with details of any reason for non-compliance and will be dealt with at the discretion of the RSOBHD. Failure to furnish details and reasons for non-compliance on request by the RSOBHD constitutes grounds for expulsion from the registration scheme. All complaints and clarification required for situations not covered by the rules and regulations will be dealt with by the RSOBHD Registration Unit, whose decision shall be final.

**A STAMPED ADDRESSED ENVELOPE MUST BE ENCLOSED FOR THE RETURN OF ALL CARDS AND APPLICATION FORMS.**

Registration cards should be returned to the Registration agent when the registered dancer advances to a higher category or retires from competition for whatever reason.

### **3. PRE CHAMPIONSHIP COMPETITIONS**

These events are organised on a similar basis to Championships and can only take place at the same venue as and in conjunction with an authorised Championship. Entry is restricted to those premier dancers who have never won a Championship or a Pre-Championship. The dances will be the same as for a Championship but set steps will not be required and one adjudicator may judge each dance. The event may be advertised as a Pre-Championship section but no title may be used as this might cause some confusion with the Championship proper and would certainly detract from the prestigious status of Championship titles which the RSOBHD has always sought to protect.

Pre-Championships must have at least six entrants taking part on the day for the pre-championships to go ahead. If insufficient entries are received age groups should be combined to comply with Board rules.

#### **V – ENTRY FORMS**

Entry forms in respect of a competition approved by the Board or conducted under Board rules should be so worded that on signing same, the competitor (or parent or guardian on behalf of a competitor under 16 years of age) thereby agrees to accept and act in accordance with the said rules as far as they may affect that competitor.

#### **VI - JUDGING**

##### **A. NUMBER AND QUALIFICATIONS**

The Board will determine how many judges are required and what qualifications they must hold to be eligible to judge at:

1. Championships authorised by the Board.
2. Scottish National Dance Premierships authorised by the Board.
3. Other competitions held under RSOBHD rules.

Judges having passed the Test will not be permitted to Judge Championships or Scottish National Dance Premierships until the end of a two-year period commencing the first day of the month immediately following the date their annual Judges Subscription has been paid.

During this two year period, judges should have judged a minimum of 12 competitions, one third of which must be annual competitions. The two year period will be extended if the requisite number of competitions has not been completed. Only at competitions in which a judge's participation as an adjudicator exceeds one half day (3 hours) can their card be stamped.

##### **1. Judges for Championships**

- a) The Judge for a championship must be selected from the RSOBHD Panel of Judges. Failure to carry out this condition shall nullify the event and jeopardise the renewal of recognition.
- b) A Judge must have adjudicated at least once within the preceding four years to be eligible to judge a championship.

- c) A judge should judge 6 open championships before being eligible to judge the World or National Championships as defined under Section B Rules and Regulations, 11 Championships, 2. Title of Championships.
- d) Throughout the course of any Championship, unless otherwise sanctioned by the Board, there must be at least three judges who shall mark independently but if for any unforeseen reason an appointed judge is unable to officiate and if it is found impossible to fill his or her place with an eligible judge, the remaining judges shall act and the circumstances shall be announced to the competitors prior to the competition and an explanation sent to the Board. In order to secure independent decisions, judges should be so placed that, whilst having an uninterrupted view of the competitors, they do not communicate with each other by any means whilst judging is in progress.

During a competition, from the time the first heat begins until the final has been danced, no person should be allowed to contact the judges except the scrutineers or the steward authorised to collect the judges' marking sheets on behalf of the scrutineers.

For championships, judges must write their marks directly on to the sheet supplied by the organiser. Judges sheets must be available in duplicate, the top copy handed into the scrutineer, the second copy held by the judge. No other notes should be kept.

- e) Prior to retiring from competitive dancing, a member of the Panel of Judges can officiate only at a competition or championship in which all the competitors he/she is judging are under 16 years of age.
- f) Any member of the Panel of Judges who acts as a judge at a championship or competition in which competitors are 16 years of age or over is thereafter debarred from competing in championships or competition.
- g) Judges may not adjudicate their own students or students of relatives in Championships or other Competitions. Judges may not adjudicate at any event where their students or students of relatives are competing. The definition of relative, being first cousin and above or Legal Guardian. The definition of event being any Championship or Competition organised by the same Organising party at the same venue regardless of duration.
- h) Judges who conduct teaching or coaching classes, seminars or any other forms of tuition e.g. by Skype, (excepting only Championship step, Scottish National Dance Premiership steps or medal test seminars for their examining body or for judges and/or members of examining bodies) may not adjudicate any competitor who has attended any of these classes for a period of three months after the last class, workshop or any other form of tuition that competitor has attended.
- i) In championships the first six placings of each judge will be displayed.
- j) An RSOBHD judge cannot adjudicate at the same championship for more than 3 years in succession.
- k) Should a dancer leave a teacher, for any reason, that dancer is not permitted to compete for a period of three months from the date of leaving the former teacher, at a Championship or competition at which the former teacher is adjudicating.



- l) A judge may only judge a maximum of six championships, on a worldwide basis, during any one calendar year.
- m) Any adjudicator who is still attending Dance classes for tuition purposes or as an observer, should not adjudicate any student from those classes.

## **2. Judges for Scottish National Dance Premierships**

- a) The Judge for a Scottish National Dance Premiership must be selected from the RSOBHD Panel of Judges. Failure to carry out this condition shall nullify the event and jeopardise the renewal of recognition.
- b) A Judge must have adjudicated at least once within the preceding four years to be eligible to judge a Scottish National Dance Premiership.
- c) Throughout the course of any Scottish National Dance Premiership, unless otherwise sanctioned by the Board, there must be at least three judges who shall mark independently but if for any unforeseen reason an appointed judge is unable to officiate and if it is found impossible to fill his or her place with an eligible judge, the remaining judges shall act and the circumstances shall be announced to the competitors prior to the competition and an explanation sent to the Board. In order to secure independent decisions, judges should be so placed that, whilst having an uninterrupted view of the competitors, they do not communicate with each other by any means whilst judging is in progress.

During a competition, from the time the first heat begins until the final has been danced, no person should be allowed to contact the judges except the scrutineers or the steward authorised to collect the judges' marking sheets on behalf of the scrutineers.

For Scottish National Dance Premierships, judges must write their marks directly on to the sheet supplied by the organiser. Judges sheets must be available in duplicate, the top copy handed into the scrutineer, the second copy held by the judge. No other notes should be kept.
- d) Prior to retiring from competitive dancing, a member of the Panel of Judges can officiate only at a Scottish National Dance Premiership in which all the competitors he/she is judging are under 16 years of age.
- e) Any member of the Panel of Judges who acts as a judge at a Scottish National Dance Premiership in which competitors are 16 years of age or over is thereafter barred from competing.
- f) Judges may not adjudicate their own students or students of relatives in Scottish National Dance Premierships. Judges may not adjudicate at any event where their students or students of relatives are competing. The definition of relative, being first cousin and above or Legal Guardian. The definition of event being any Championship, Scottish National Dance Premiership or Competition organised by the same Organising party at the same venue regardless of duration.
- g) In Scottish National Dance Premierships the first six placings of each judge will be displayed.

- h) A RSOBHD judge cannot adjudicate at the same Scottish National Dance Premiership for more than 3 years in succession.
- i) Should a dancer leave a teacher, for any reason, that dancer is not permitted to compete for a period of three months from the date of leaving the former teacher at a Scottish National Dance Premiership at which the former teacher is adjudicating.
- j) A judge may only judge a maximum of six Scottish National Dance Premierships, on a worldwide basis, during any one calendar year.

### 3. Judges for Other Competitions

- a) All competitions run under RSOBHD rules must be judged by an adjudicator from the RSOBHD Panel of Judges.
- b) Whenever there is a panel of three judges adjudicating together for any dance at any non-championship competition ( including Choreography ), the results should be scrutineered and displayed as per Championships.

### B. JUDGES DECISION

Subject to Rule XII below, the decision of a judge is final and no discussion or correspondence can be entered into between a judge and competitor or the parent or guardian of a competitor regarding any decision made by that judge. Judges' marks are only made available for scrutineering purposes and must not be given out to competitors, parents, teachers or general enquiries.

### C. JUDGE'S MARKING

- a) In each dance there shall be a maximum of 100 marks which may be allocated under the following three headings:

Timing	maximum marks – 10
Technique	maximum marks – 80
General Department	maximum marks – 10

Organisers should supply judges with judging cards showing:

- 1<sup>st</sup> column - competitor's number
- 2<sup>nd</sup> column - total mark

Where a heat of any competition is concerned, judges must enter the aggregate mark for each competitor.

In a final, judges may use an aggregate mark as a guide to deciding on the placings (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and so on up to the number taking part).

- b) Marking sheets should be handed to the steward before judges leave their seats and they cannot be altered thereafter, unless to correct any error of detail discovered by the scrutineer.

Each competitor's number must be written down by the judge.

Each competitor must be marked after completing their dance and prior to the commencement of the next set.

Each competitor must be marked according to the quality of their performance in each dance.

The reason for disqualification of any competitor must be clearly stated.

Each competitor deserves equal observation.

Judges must sign his/her judging sheet/s.

There should be no parking marks given – you should use an appropriate range for marking relative to the number of dancers in each group.

If you alter a mark, such alteration must be clearly initialled.

You should give 6 clear placings in Championships and Scottish National Dance Premierships, and for Competitions, provide the requisite clear placings requested by the Organiser.

Where marks are deducted, the judge should make it clear in his/her sheet that this has been done and put his/her final mark in the “total” column e.g. -5 85.

All competitor numbers and marks to be clear and legible.

Judges should refrain from self-scrutineering. If you wish to self-scrutineer, please use yellow / carbonated copy of the judges sheet.

Judges sheets should be completed in pen.

Personal notebooks should not be used.

Judges should ensure they have taken down the correct number for each dancer, and ensure that they allocate the correct mark to the correct dancer.

- c) If during the course of a re-dance with competitors who have tied for a specific placing in a Sword Dance final, one of those competitors displaces the swords, then the resultant disqualification shall apply only to the re-dance and not to the competition proper.

## VII – RSOBHD PANEL OF JUDGES

The RSOBHD will maintain a list of judges who have passed an examination set by the Board and who are, in the opinion of the Board, fit persons to adjudicate at Highland Dancing competitions.

**SECTION A.** Judges who are listed on the World Wide Panel of Judges are eligible to adjudicate at championships, Scottish National Dance Premierships and all other competitions worldwide.

**SECTION B.** Judges who have passed a Judges' Test set and marked by an overseas Subsidiary Board of the RSOBHD are eligible to adjudicate at championships, Scottish National Dance Premierships and competitions in the area covered by that overseas Subsidiary Board only.

To retain their name on the Panel of Judges' List an adjudicator must:

1. Ensure that the annual subscription is paid timeously. Should a judge's annual subscription remain unpaid for two years that judge's name will be deleted from the next listing of the panel. Their name may be reinstated on the list when the arrears of subscription have been fully paid except where the subscription has been unpaid for more than three years when the adjudicator must resit and pass the judges' examination before their name will be reinstated on the panel.
2. Fulfil the specified annual Continuous Professional Development (CPD) requirements (as set out below):
  - Complete at least 10 hours of CPD (with at least 5 of these hours being from approved Continuing Professional Development Events of at least two different types) within each CPD reporting year; and
  - Submit evidence of this via a completed CPD log by 31<sup>st</sup> October of the CPD reporting year. (The CPD reporting year ends 31<sup>st</sup> October).

If, for a period of two or more years, a judge fails to fulfil the above conditions, that judge's name will be deleted from the judges' panel for the following calendar year.

His/her name may be reinstated on the list for the subsequent calendar year provided sufficient CPD hours have been completed, and evidenced to the RSOBHD via a CPD log submitted by 31<sup>st</sup> October for the relevant CPD reporting year (i.e. CPD reporting year ending 31<sup>st</sup> October prior to the subsequent calendar year).

In circumstances where insufficient CPD hours have been completed and evidenced to the RSOBHD, via a CPD log submitted by 31<sup>st</sup> October, for more than three years the adjudicator must resit and pass the judges examination before their name will be reinstated on the panel.

To encompass those judges who are unable to complete the necessary annual CPD hours due to

- a) Military service, or
- b) Other extenuating circumstances as approved by the relevant Governing Body a leave of absence may be applied for, for the next CPD year. The Board may also grant a dispensation in extenuating circumstances.

3. Attend periodically a Judges' Panel meeting authorised by the Board. Such meetings are held twice a year in Scotland and at intervals in other parts of the United Kingdom of Great Britain and Northern Ireland Overseas judges may attend the Judges' Meetings organised at regular intervals by Subsidiary Boards or in the case of North America, by regional committees, called by the Chairman or Secretary but should be held separately from Teachers meetings. Non-attendance at judges' meetings for a period of more than two years will result in automatic removal from the Panel of Judges' list. To be reinstated on to the Judges Panel, the adjudicator must resit and pass the Judges' Examination. To encompass those Judges who are unable to attend the necessary meetings within the two year period due to:
  - a. Military service, or
  - b. Relocation to an area out with access to any judges meetings, or
  - c. Other extenuating circumstances as approved by the relevant Governing Body



a leave of absence may be applied for, for the next CPD year. The Board may also grant a dispensation in extenuating circumstances.

4. To remain eligible to judge championships, adjudicators must attend a pre-advertised Championship step lecture annually, covering the following years' championship steps. The lecture must be organised by either the RSOBHD Judges' Panel, an RSOBHD Examining Body or an overseas affiliated body, and must be conducted by a current member of the Championship judges list. The RSOBHD must be notified of the lecture attended by 31<sup>st</sup> October annually.
5. To remain eligible to judge Scottish National Dance Premierships, adjudicators must attend a pre-advertised Scottish National Dance Premiership lecture annually, covering the following years' Scottish National Dance Premiership steps. The lecture must be organised by either the RSOBHD Judges' Panel, an RSOBHD Examining Body or an overseas affiliated body, and must be conducted by a current member of the Scottish National Dance Premiership list. The RSOBHD must be notified of the lecture attended by 31<sup>st</sup> October annually.
6. To remain eligible to judge Championships, adjudicators must also fulfil the specified annual CPD requirements and submit evidence of this via a completed CPD log to the RSOBHD by 31<sup>st</sup> October annually.
7. To remain eligible to judge Scottish National Dance Premierships, adjudicators must also fulfil the specified annual CPD requirements and submit evidence of this via a completed CPD log to the RSOBHD by 31<sup>st</sup> October annually.
8. As a recognition and acknowledgement of their contribution to Highland Dancing, an adjudicator on the RSOBHD Judges' Panel for more than twenty five years, who has advised the Board that he/she is unable to continue as an active adjudicator, may at the Board's discretion, be placed on a list of Honorary Members of the RSOBHD Judges' Panel.
9. Any adjudicator who has been on the RSOBHD Judges Panel for more than 25 years and has subsequently retired from adjudicating may attend Judges meetings but will not have voting privileges.
10. Judges must refrain from smoking when adjudicating competitors.

## VIII - RSOBHD JUDGES' EXAMINATION

### APPLICATIONS

1. Candidates on applying to take the test must be 21 years of age or over and are
  - a) a fully paid-up member of an Examining Body which is represented on the Board, having passed a Membership / Fellowship or equivalent examination in both Highland and Scottish National, or
  - b) a fully paid-up member of an overseas Examining Body which is represented on the Subsidiary Board, having passed a Membership / Fellowship or equivalent examination in both Highland and Scottish National.

A Fellowship examination covering both Highland and Scottish National is acceptable.

2. A successful candidate must continue to be a fully paid up Member of the Highland section of an Examining Body which is represented on the Board and/or Subsidiary Board while he/she remains on the Judges Panel. Proof of current Examining Body Membership must accompany a judge's annual renewal form in order to be listed on the R.S.O.B.H.D. Worldwide Judges Panel
3. Tests are held annually at a suitable venue in Scotland. Should the number of applicants justify further tests these may be arranged provided the minimum level of test income is generated from the test. The minimum level of the test income shall be set annually by the RSOBHD for the following year. Some of these tests may be held overseas.
4. All applications for the Judges Test should be received for approval at an RSOBHD meeting at least three months prior to the date fixed by the RSOBHD for the test.

## ARRANGEMENTS

5. At a test, at least three Invigilators must be present, each of whom must be currently on the RSOBHD Panel of Judges. Pupils of those taking part cannot be used in the mock test.
6. At all tests at least one of the Invigilators must be a member of the Judges committee.
7. The RSOBHD publish a leaflet explaining:
  - a) The qualifications required for applying to take the test
  - b) Details of the test arrangements and venues
  - c) The criteria required to answer the written and oral examinations
  - d) The method of question selection, their relative values and system of marking
  - e) The time taken to advise candidates of results and the information given in this advice

## 8. TEST FORMAT

- a) Part 1 will consist of the written paper which will test the candidate's knowledge of the technique on the Highland Dances, Sailor's Hornpipe, Irish Jig and Scottish nationals. The candidate's knowledge of the Rules and Regulations governing Championships, Scottish National Dance Premierships and competitions and the practice of judging such events will be included in this paper.
- b) The time for Part 1 will be 2.75 hours.
- c) The marks allocated for each question will be recorded on the question paper.
- d) The system of marking Part 2 (Oral) will give candidates maximum marks of 100.
- e) The system of marking Part 3 (Judging), will give candidates maximum marks of 20 for each of 5 dances – Fling, Sword, Seann Triubhas, Strathspey and Highland Reel and a Half Tulloch.
- f) Candidates must pass each section of the test with a minimum of 85%.
- g) Candidates who fail the test to be informed of their percentage in each 'failed' section.
- h) No member of the RSOBHD Judges Committee may participate in the Test i.e. Parts 1,2,and 3, should he/she have a candidate taking the test.
- i) Judges Test papers should not be identified by name but by number only.

## IX - SCRUTINEERING

- a) When the ultimate placings in a competition are dependent on the results of heat finals then, for placings in those finals, points shall be awarded as follows:

1 <sup>st</sup> place	137 points
2 <sup>nd</sup> place	91 points
3 <sup>rd</sup> place	71 points
4 <sup>th</sup> place	53 points
5 <sup>th</sup> place	37 points
6 <sup>th</sup> place	23 points

In the event of a tie between two competitors for any specific placing, both competitors will receive the total points awarded for the relevant placing and the next lowest placing is omitted.

- b) When a heat embraces fewer than 75 competitors, there will be no necessity for a final therein, provided the scrutineer is able to select the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> placings from the judge's markings. However, if the scrutineer is unable to do so, or if the heat embraces 75 or more competitors, the scrutineer shall select a short leet to dance in a final.
- c) If, when the ultimate placings for a competition are being received from the results of heat finals, it is found that two competitors have the same number of points for 1<sup>st</sup> place then, if one competitor gained more first placings than the other, the competitor with the majority of such placings shall take first place in the competition proper and the other competitor will take 2<sup>nd</sup> place. Should that procedure still result in a tie, the dance points awarded in the various heats will be taken into consideration and the competitor with the highest dance points total shall be the winner. Should there still be a tie when adding dance points then the placing will be awarded to the dancer with the greatest number of places by individual events.(maximum of 12 places – 3 judges times 4 dances)
- d) Should the competition be carried out on different lines, i.e. without heat finals but with a short leet being selected from each heat to dance in a grand final embracing the dances concerned, then in the final for each dance, points shall be awarded as laid down in paragraph (a) above and in the event of a tie, the same procedure shall be followed as outlined in paragraph (c) above with each dance final being regarded as a heat final.
- e) The following Championship / Scottish National Dance Premiership scrutineering system is the only acceptable method of scrutineering approved by the RSOBHD. All Championship and Scottish National Dance Premiership organisers must follow these scrutineering procedures. Where there are six or more championships or Scottish National Dance Premierships there must be at least four scrutineers. Where heats and finals are involved, only the final marks are taken into consideration. Judges will mark competitors according to Section V – C Judges' Marking.

The following system must be carried out for each individual championship / Scottish National Dance Premiership.

- Step 1.** Scrutineers should transfer the top six individual placings from each judge to the scrutineering sheet showing the results of each individual dance (See Example 1 Step 1 – Scrutineering Sheet).

**Step 2.** The result of each individual dance must be carried forward to the aggregate sheet, the totals of which will determine the ‘Championship’ or ‘Scottish National Dance Premiership’ winner. (See Example 1 Step 2 – Aggregate Sheet).

**Step 3.** From the aggregate sheet, rank the top six competitors (1<sup>st</sup> through 6<sup>th</sup>) with the most aggregate points. (See Example 1 Step 3 – Championship Results).

These results including the competitor's name and address must be recorded on the Championship / Scottish National Dance Premiership report sheet (supplied by RSOBHD office). The championship / Scottish National Dance Premiership report sheet must be signed by the judges, completed by the organiser and all original copies forwarded to the office within 10 days of the Championship / Scottish National Dance Premiership.

If a tie resulted from Step 3 (above) for any of the overall top six championship or Scottish National Dance Premiership placings, the following methods must be used to break the tie.

**Method 1.** Total the number of 1<sup>st</sup> placings out of a possible 4 from the aggregate sheet. (See Example 2 Method 1). The competitor with the highest total wins the tie, then goes back to Step 3 above and records the result. If each competitor has the same total go to Method 2.

**Method 2.** Total the number of dance points from the scrutineering sheet (1<sup>st</sup> through 6<sup>th</sup>) out of a possible 12. (See Example 2 Method 2). The competitor with the highest number of dance points wins the tie, go back to Step 3 above and record the result. If each competitor has the same total go to Method 3.

**Method 3.** Total the number of individual judges’ placings (1<sup>st</sup> through 6<sup>th</sup>) out of a possible 12. (See Example 2 Method 3). The competitor with the highest number of individual judges’ placings wins the tie, go back to Step 3 and record the result. However, if each competitor still has the same number then it is considered ‘tied’ and no other methods can be used to break the tie. Go back to Step 3 above and record the tied result on the championship report sheet.

NOTE: Should any points arise not covered in the Scrutineering Rules, the matters shall be left for the judges to decide and their decision shall be final. Before arriving at a decision, the judges may consult with the organiser if they deem it advisable to do so.

## Example 1

### Step 1 – Scrutineering Sheet

#### *Highland Fling*

Judges’ Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	137	91	71	299	2 <sup>nd</sup>	91
135	91	137	137	365	1 <sup>st</sup>	137
136	71	71	91	233	3 <sup>rd</sup>	71
137	53	53	53	159	4 <sup>th</sup>	53
138	37	37	23	97	5 <sup>th</sup>	37
139	23	23	37	83	6 <sup>th</sup>	23



### *Sword Dance*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	137	137	91	365	1 <sup>st</sup>	137
135	91	71	137	299	2 <sup>nd</sup>	91
136	53	91	37	181	3 <sup>rd</sup>	71
137	71	37	71	179	4 <sup>th</sup>	53
138	37	53	53	143	5 <sup>th</sup>	37
139	23	23	23	69	6 <sup>th</sup>	23

### *Seann Triubhas*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	137	137	137	411	1 <sup>st</sup>	137
135	91	91	53	235	2 <sup>nd</sup>	91
136	53	71	91	215	3 <sup>rd</sup>	71
137	71	37	71	179	4 <sup>th</sup>	53
138	23	23	37	83	6 <sup>th</sup>	23
139	37	53	23	113	5 <sup>th</sup>	37

### *Strathspey & Reel*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	137	137	91	365	1 <sup>st</sup>	137
135	91	91	137	319	2 <sup>nd</sup>	91
136	53	37	23	113	5 <sup>th</sup>	37
137	23	53	53	129	4 <sup>th</sup>	53
138	37	23	37	97	6 <sup>th</sup>	23
139	71	71	71	213	3 <sup>rd</sup>	71

### **Step 2 – Aggregate Sheet**

Comp No	Fling	Sword	Seann Triubhas	Strathspey & Reel	Total
134	91	137	137	137	502
135	137	91	91	91	410
136	71	71	71	37	250
137	53	53	53	53	212
138	37	37	23	23	120
139	23	23	37	71	154

### Step 3 – Championship Results

The result of the Championship is therefore:

- No. 134 – 1<sup>st</sup>
- No. 135 – 2<sup>nd</sup>
- No. 136 – 3<sup>rd</sup>
- No. 137 – 4<sup>th</sup>
- No. 139 – 5<sup>th</sup>
- No. 138 – 6<sup>th</sup>

If a Scottish National Dance Premiership is being scrutineered, replace “Championship” with “Scottish National Dance Premiership”.

#### Example 2

##### Step 1 – Scrutineering

##### *Highland Fling*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	137	137	137	411	1 <sup>st</sup>	137
135	91	91	91	273	2 <sup>nd</sup>	91
136	71	53	53	177	4 <sup>th</sup>	53
137	53	71	71	195	3 <sup>rd</sup>	71
138	37	37	23	97	5 <sup>th</sup>	37
139	23	23	37	83	6 <sup>th</sup>	23

##### *Sword Dance*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	91	91	91	273	2 <sup>nd</sup>	91
135	137	137	137	411	1 <sup>st</sup>	137
136	71	71	37	179	3 <sup>rd</sup>	71
137	37	37	53	127	5 <sup>th</sup>	37
138	53	23	37	113	6 <sup>th</sup>	23
139	23	53	71	147	4 <sup>th</sup>	53

## *Seann Triubhas*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	91	71	53	215	2 <sup>nd</sup>	91
135	71	53	91	215	2 <sup>nd</sup>	91
136	137	137	137	411	1 <sup>st</sup>	137
137	53	37	37	127	5 <sup>th</sup>	37
138	37	91	71	199	4 <sup>th</sup>	53
139	23	0	0	23	6 <sup>th</sup>	23
140	0	23	0	23	6 <sup>th</sup>	23
141	0	0	23	23	6 <sup>th</sup>	23

## *Strathspey & Reel*

Judges' Placings						
Comp No	A	B	C	Dance Points	Results	Championship Points
134	23	23	91	137	5 <sup>th</sup>	37
135	0	0	137	137	5 <sup>th</sup>	37
136	137	137	71	345	1 <sup>st</sup>	137
137	91	91	53	235	2 <sup>nd</sup>	91
138	71	53	37	161	3 <sup>rd</sup>	71
139	53	71	23	147	4 <sup>th</sup>	53
140	0	37	0	37		0
141	37	0	0	37		0

## **Step 2 – Aggregate Sheet**

Comp No	Fling	Sword	Seann Triubhas	Strathspey & Reel	Total
134	137	91	91	37	356
135	91	137	91	37	356
136	53	71	137	137	398
137	71	37	37	91	236
138	37	23	53	71	184
139	23	53	23	53	152
140	0	0	23	0	23
141	0	0	23	0	23

## **Step 3 – Championship Results with a tie.**

The result of the championship is therefore:

- No. 136 - 1<sup>st</sup>
- No. 134 - 2<sup>nd</sup> equal
- No. 135 - 2<sup>nd</sup> equal
- No. 137 – 4<sup>th</sup>
- No. 138 - 5<sup>th</sup>
- No. 139 - 6<sup>th</sup>

### Method 1 (Determined from the Aggregate Sheet)

Comp No	Number of 1 <sup>st</sup> Placings
134	1
135	1

### Method 2 (Determined from the Scrutineering Sheet – Dance Points)

Comp No	Fling	Sword	Seann Triubhas	Strathspey & Reel	Total
134	411	273	215	137	1036
135	273	411	215	137	1036

### Method 3 (Determined from the Scrutineering Sheet – Individual Judges Placings)

Comp No	Fling	Sword	Seann Triubhas	Strathspey & Reel	Total
134	3	3	3	3	12
135	3	3	3	1	10

### Step 3 – Final Championship Results with the tie broken.

The result of the Championship is therefore:

- No. 136 – 1<sup>st</sup>
- No. 134 – 2<sup>nd</sup>
- No. 135 – 3<sup>rd</sup>
- No. 137 – 4<sup>th</sup>
- No. 138 – 5<sup>th</sup>
- No. 139 – 6<sup>th</sup>

If a Scottish National Dance Premiership is being scrutineered, replace “Championship” with “Scottish National Dance Premiership”.



## **X – OBJECTIONS**

- a) An objection to a person's eligibility to compete in any competition must be made in writing and shall not be considered unless the complainant gives his/her full name and address accompanied by a deposit, the amount to be set by the Board. The deposit shall be returned should the objection be sustained. Such objection must be lodged with the organiser of the event concerned if possible before the event and certainly not later than seven days after the date of the event. Unless resolved by the Organiser he/she shall refer the matter to the Board. If there is not time for the Board to reach a decision before the event takes place, then the person about whom the complaint has been lodged, shall be permitted to dance in the competition on the understanding that any awards he or she may win shall be withheld until the decision of the Board be known. Should the objection be sustained, such awards shall be passed down to the competitor next in order of merit and any other awards suitably adjusted.
- b) Any complaint made by an individual against the organisation or adjudication of an event must be made in writing giving the complainants full name and address and shall be lodged with the organiser if possible on the day of the event and certainly not later than 48 hours after the event. Such complaint must be accompanied by a deposit, the amount to be set by the Board. The deposit shall be returned should the complaint be upheld. If within seven days of lodging such complaint the complainant has received no satisfaction from the organiser, then the complainant may refer the matter to the Honorary Secretary of the Board.
- c) Any complaint made by an Association against the organisation or adjudication of an event shall be sent direct in writing to the Honorary Secretary of the Board as soon as possible and not later than 48 hours after the first meeting held by that Association following the event concerned. When sending such complaint to the Board, a copy of the same shall be sent by the Association to the organiser or judge against whom the complaint is directed.

## **XI – ALTERATIONS TO RULES**

No alteration to the foregoing Rules and Regulations shall come into force until the first day of January after such alteration has received the assent of two-thirds of those present and entitled to vote at a meeting of the Board and has previously been set out in the agenda for that meeting.

## **XII – GENERAL**

Should any point arise not covered in the foregoing Rules and Conditions, it shall be referred to the Board whose decision shall be final.

## C – RECOMMENDATIONS

### 1. Accommodation and marshalling of competitors:

- a) Suitable changing and toilet accommodation should be provided for competitors
- b) An official should be appointed for the purpose of marshalling competitors

### 2. Size of Platform

The minimum dimensions of the dancing platform should be as follows, approximately:

Breadth	8 metres
Depth	6 metres
Height	1 metre

### 3. Equipment

Highland Broadsword or similar type swords should be invariably used for the Sword dance (Ghille Callum) and the organising party should endeavour to provide a sufficient number of such, i.e. for three dancers per platform.

If two RIGHT hand swords are used which will only lie one way, the steward should be asked to place them on the platform.

It should then be announced that they will be left in position throughout the competition. In these circumstances, all swords must be similar.

### 4. Maximum number of dancers on platform

The organiser in consultation with the judge(s) may determine the maximum number of dancers (3 or 4) on a platform in **all Highland and national** dances, except the Strathspey and/or Reels, taking into consideration the available space on the platform and the safety and optimum performance of the dancers.

Strathspey and/or Reels: one set only

### 5. Piping Accompaniment

The same piper should play for all competitors within a section in any one dance. If there is only one set dancing at a time you could actually switch pipers at the end of each section.

## D - JUDGES

### 1. Uniformity of Judging

Adherence to the following points would help achieve uniformity in judging.

- a) Judges should make sure the swords are properly placed, and not too near the edge of the platform and not too near other swords

Vibration: When a sword moves with the vibration of the platform, the judge should use his/her discretion as to whether the sword should be removed or the dancer offered a re-dance. In any event, judges should ensure that all competitors are treated fairly and equally. In the event of a competitor displacing the sword of another competitor, the latter competitor should be offered a re-dance at the judge's discretion.

- b) If, in order to make up the requisite number for a set in a Strathspey, Highland Reel or Reel of Tulloch, it is necessary for a competitor to dance twice (or oftener) in the same heat, semi-final or final, such competitor shall be judged on his or her first appearance. When 5 dancers remain to dance, they should compete 3 with 1 volunteer and 2 with 2 volunteers. Where possible, all volunteers should be of the same standard and should complete the dance. Judges should be particularly mindful at smaller competitions of the need to allow dancers sufficient recovery time. Wherever possible dancers should be allowed at least one set to recover.
- c) Competitors may be requested to stand in their place at the end of each dance until given permission by the judge(s) to leave the platform. This applies particularly in Strathspeys/ or Reels., Judges should fill in their marks as quickly as possible to avoid holding up the competition.
- d) A Reel must be re-danced when a competitor goes wrong and upsets the figuring or a competitor goes into wrong position and upsets the dance. Where two or three sets are being danced with one piper playing, an adjudicator could not stop one set without upsetting the others. In this case the judge should wait until the finish of the dance and the competitors, minus the one who upset the Reel, would then get a re-dance.
- e) Judges must ensure that the competitor with the lowest number is placed to their left. Numbers must be in ascending order.
- f) Should a mistake on the part of the piper have an adverse effect on the performance of competitors, the judge may offer a re-dance or otherwise deal with the matter at his/her discretion.
- g) During the course of a competition the comportment and behaviour of the competitors may come under the jurisdiction of the judges, not only whilst dancing, but also when entering or leaving the platform and whilst waiting for the dance to start. Any unseemly behaviour on the part of a competitor or any misdemeanour likely to upset the decorum of the proceedings may be penalised by the judges and could lead to disqualification.. A full report of any such conduct on the part of a competitor must be submitted by the judge to the organiser. In serious cases, the judge should also provide a report of any such conduct on the part of the competitor to the organiser and to the RSOBHD.

h) At an outdoor competition in adverse weather conditions, judges must use their own discretion if competitors slip.

## 2. Penalties

Black Highland shoes must be worn for Highland and National competition.  
No Jewellery to be visible, while dancing or during awards.

**Note:** The following are acceptable:

Until a competitor reaches the Premier section, it will be acceptable to wear white or plain coloured knee socks to match the kilt. Hose can be full clan or diced red/white, blue/white or green/white.

Only in extreme circumstances of non-compliance of the Dress Code should any penalty be applied. The maximum penalty would be minus 5 marks.

PRIMARY: a mark should be awarded whenever possible.

BEGINNER: a mark should be awarded whenever possible.

**Penalties:** The following penalties should be adhered to by the Judges.

a) **Novice:** A deduction of 5 marks should be made for the following:

Missing the start.

Temporarily dancing off-time, or stopping for one count.

Being in the wrong place in a Reel.

Executing an introduction not laid down for that specific dance.

**Disqualification** should result from:

Consistently dancing off-time.

Displacing one's own sword or displacing that of another competitor.

If dancer stops for two or more counts.

c) **Intermediate:** A deduction of 5 marks should be made for the following:

Missing the start.

Temporarily dancing off-time or stopping for one count.

Touching, not displacing sword.

Hose coming down.

Any part of outfit falling off.

Executing an introduction not laid down for that specific dance.

**Disqualification** should result from:

Consistently dancing off-time.

Displacing one's own sword or displacing that of another competitor.

Shoe or part of shoe coming off or lace coming undone.

Not wearing Jig shoes in an Irish Jig Competition.

Being in the wrong place in a Reel.

If dancer stops for two or more counts.

To deliberately impede another dancer.



d) **Premier:** A deduction of 5 marks should be made for the following:

Missing the start.

Temporarily dancing off-time or stopping for one count.

Not using Head Positions.

Hose coming down.

Any part of outfit falling off.

Executing an introduction not laid down for that specific dance.

**Disqualification** should result from:

Consistently dancing off-time.

Touching or displacing one's own sword or that of another competitor.

To deliberately impede another dancer.

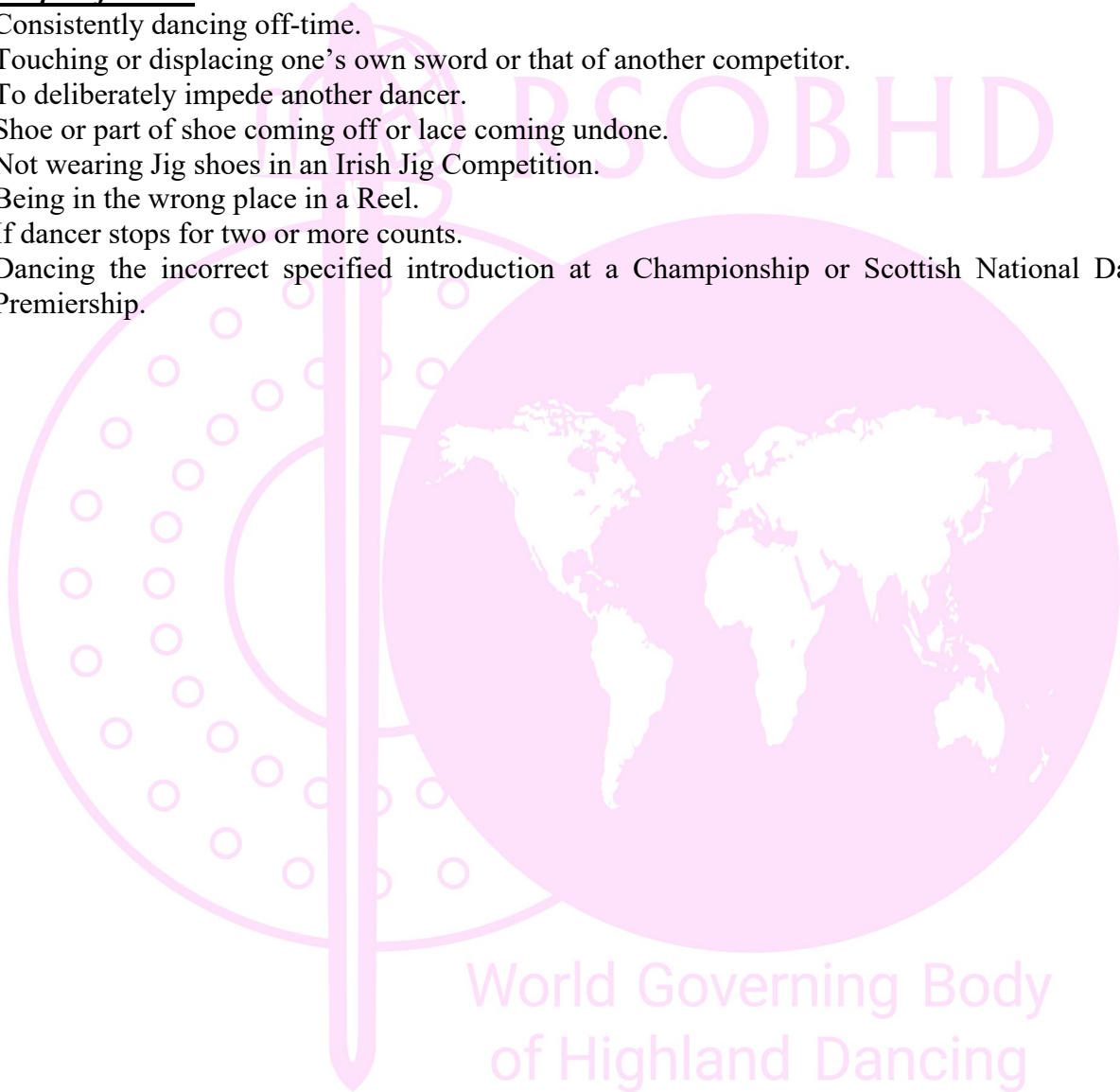
Shoe or part of shoe coming off or lace coming undone.

Not wearing Jig shoes in an Irish Jig Competition.

Being in the wrong place in a Reel.

If dancer stops for two or more counts.

Dancing the incorrect specified introduction at a Championship or Scottish National Dance Premiership.



## E – Choreography

**Choreography events may include competitions for Premier and/or Pre-Premier competitors however any prizes won by those Pre-Premier competitors will not count towards their Pre-Premier category progress and their Registration cards must NOT be stamped.**

1. There are three (3) categories; Solo, consisting of one dancer; Duets, consisting of two dancers and Groups, consisting of a minimum of three dancers and a maximum number of dancers to be set by the organiser if necessary.

Dancers may compete in any of the above stated categories:

- (a) in addition to the 8 solo dances allowed under Registered Competitions paragraph c) for Premier dancers.
  - (b) in addition to the dances allowed under Competition Sections paragraphs 1. Primary, 2. Beginners, 3. Novice and 4. Intermediate for Pre-Premier dancers.
2. A choreography competition is open to registered dancers, the age groups to be set by the organiser.
  3. Content should consist primarily of movements from Highland, National, Hornpipe or Jig Books.
  4. Choreography may be classified as either:
    - a) Themed – defined as the main idea on which the dance is based and may be set by the organiser
    - b) Choreographed Broad Swords or Reel
    - c) Set-piece – Choreographed dance to a piece of music set by the organiser
    - d) Open – this may include a) Themed or b) Choreographed Broad Sword or Reel or a dance which is an interpretation of the music with no theme.

The classification of choreography is at the discretion of the organiser and must be pre-advertised. Judges of the event must be furnished with same criteria that is issued to teachers and choreographers prior to judging the event.

5. A maximum time limit of five minutes should be set for the item to include entrance and exit of competitors and setting up and removal of props.
6. Teams may use props during their performance, either static or non-static, but live animals are not permitted.
7. Music may be live or pre-recorded and may include vocal or percussion selections, but in all cases must be predominantly Scottish or Celtic in style. Music may be provided by the competition organiser.
8. Costumes must follow the theme and content of the item.

9. Judges must be from the current RSOBHD, ABHDI or OBHD(SA) Judges Panel. The number of judges must be one or three to comply with the current scrutineering system. A total mark should be awarded. No separate prizes for costumes etc.

10. Teams should consist of:

a) One school only

b) More than one school, in which case, the teacher/choreographer must abide by the three month teaching/judging rule.

