

ROTARY
YOUNG
PHOTOGRAPHER
COMPETITION

Guidance Notes



rotarygbi.org

Rotary
Great Britain & Ireland



Guidance Notes for 2016 – 2017

THEME – ‘REFLECTION’

Introduction

These Guidance Notes are written for Rotarians use only and should be read in conjunction with the Young Photographer Information Pack. The Guidance Notes are a supplement to the Information Pack and are not intended to be prescriptive, more a guide to good practice. If there is any conflict between the Information Pack and the Guidance Notes, the Information Pack takes precedence.

The Information Pack is a standalone document containing all the necessary information for competitors, schools, colleges or other organisations to enable competitors to participate knowledgeably and confidently in the competition.

The Information Pack must be followed for Regional and National Finals. Clubs and Districts may vary any of the requirements of the Information pack.

An editable Young Photographer competition poster is available from the RIBI website;

RIBI Youth Competitions

The Young Photographer logo above is available from the member’s area of the RIBI website.

Clubs are advised to arrange their own media publicity for all stages of the competition. Experience shows that local papers are only interested in local people rather than large events held locally.

Competition organisers should take into account religious, school holidays, and examination periods when planning events.

For Rotary Year 2016–17, RIBI’s Insurance Brokers, Bartlett & Company Ltd, has indicated that the Young Photographer competition is an acceptable event and therefore notification about Young Photographer competitions is not necessary. Competition organisers are advised to check the RIBI Insurance policy, available on the RIBI website, annually. Even if competitions are acceptable events, the Rotary Event Checklist and a Risk Assessment Form in the Insurance Policy are useful aide memoires.

Venues chosen should have suitable facilities for the competition and supporters. Competition organisers, particularly for National competitions should recognise this competition is an opportunity to showcase Rotary and every endeavour should be made to create a competition that makes Rotary proud.

Venues must have suitable access and facilities for competitors or supporters with special needs.

If the event is more than three hours long, light refreshments should be provided or available. Sponsorship could be obtained or the sale of programmes to help offset the costs.

Travelling time to and from the venue should also be considered.

The Information Packs and Guidance notes will be reviewed annually. Any proposed amendments should be submitted to the RIBI Youth Service Chairman, Lynne Deavin, lynne.deavin@btinternet.com by 31 December 2016 to allow time for consultation prior to ratification at RIBI Assembly in February/March 2017.

Who can take part?

The competition is open all schools and college communities including those that are home educated and any other young people's community organisations, for example, community RotaKids, community Interact, Scout Groups, Girl Guides.

With the age qualifying date of 31st August 2016, it should be noted that some junior entrants may be 11, intermediate entrants may be 14 and some senior entrants may be 18 at the time of some or all the stage competitions i.e. a competitor may be 17 on 31st August but turns 18 on 1st September is allowed to enter. **Competitors must include their date of birth on the application form.**

When sending out the Information Pack, correspondence should clearly specify the name of Rotary Club, recipient for entries, address and the return date.

Rotary Clubs should follow-up with the schools, colleges and organisation where they have sent Information packs.

Competitors, school, colleges, and organisations can participate in a District that is outside of their boundary, but can only compete in one Club/District competition.

Students should enter the competition organised by the local Rotary Club through their respective group as detailed above.

The Three Stages of the Competition

The three stages of the competition in the Information Pack are designed to fit in with the school year.

Clubs are advised to contact schools between May and June/July to plan their competitions between September and December.

Clubs and Districts are at liberty to amend the Information Pack for their own competitions. However, it is strongly recommended that Clubs and Districts follow the Information Pack.

The Information Pack will be followed for the National Competition.

Local Heats

These are run by local Rotary Clubs, individually or jointly. Two or more clubs could run a joint event if a club does not have sufficient entries for an individual event.

Clubs could approach local newspapers with the idea of holding a joint local competition.

The only prescriptive dates in the competition timetable are the entry date and date for submission for National Competition. Clubs and District are at liberty to set their own entry date to meet the prescriptive date.

It is suggested that Districts decide their entry date prior to their District Assemblies. This in turn enables Clubs to plan their own local heats.

Clubs should check the competition timetable with their Districts.

Club organisers should ascertain from the District organiser the arrangements for the District competition.

Clubs should send their age group winning entries, by the closing date, to the District organiser.

Clubs could seek to display their entries at local libraries with information about other youth opportunities and Rotary.

Clubs and Districts could place the results and photographs on their websites, and let schools know you have done so.

District Competitions

It is recommended that Districts create an opportunity for winners of the Young Photographer and Young Writer to receive recognition, certificates and prizes at a specific event. An example of a convenient way of doing this is to make the presentations at the District Youth Speaks final when the winning entries could be displayed.

If Districts do nominate a specific event this will determine the closing date for the District competition. Make sure to allow enough time for judging and advising winners of the specific event.

District organisers need to provide clubs with the details of the District competition as soon as possible.

National Competition

Districts should send their age group winning entries, by the closing date to the National organiser, see Information Pack for details.

Competition Guidelines

Task

RIBI requires a digital copy on disc (CD-R) with entries. If Districts require digital copies this should be made clear to clubs as early as possible

Judging Criteria

Organisers should use considerable discretion in deciding whether to enter into correspondence or discussions following the event. If people are aggrieved organisers should try to placate the grievances, particularly if it would help future participation. Organisers should resist reacting to a challenge of the result; however an explanation in general terms on how the decision was made may help.

Prizes

It is important to present all entrants with a certificate for participating at each stage of the competition. A sample certificate, which can be personalised, is available from the member's area of the RIBI website. This can be adapted for Club, District, Regional or National competitions.

Clubs and Districts should work together in setting prize levels, including trophies, to try to avoid embarrassing situations where clubs give considerably more than Districts can afford.

Districts could consider a small levy on club entries to fund District prizes.

Prize Examples

Time working with an experienced photographer.