

# Guidelines for school groups attending Glen Street Theatre

Glen Street Theatre has compiled a list of guidelines for school groups attending performances. We hope that this information will be useful to teachers and carers and we ask that it is communicated to students prior to attending a performance.

The purpose of providing guidelines is to assist in creating an environment where the performance can be enjoyed fully by all groups and individuals:

- School bags are not permitted inside the auditorium. There is a limited amount of space for them to be left in the foyer, however ideally they should be left at school. There are often other school groups attending, and the foyer space does tend to fill up quickly.
- Food and drink is not permitted in the auditorium. Bottled water is allowed.
- Pupils are not allowed to visit the shops across from the Theatre prior to the performance or during interval. The reason for this is that students will often return late or with food. Any person returning late from interval is not allowed to re-enter the auditorium.
- Latecomers at the start of a performance can expect to be held in the foyer until a suitable break in the play. This may be anywhere between five minutes and the entire first act i.e. interval. The lockout period is determined by the producers and/or stage manager for each production.
- Mobile phones must be switched off at all times.
- No climbing or jumping on foyer or auditorium chairs will be permitted.
- Glen Street Theatre staff will have your allocated seats mapped out, so there is no need to issue students with tickets.
- Ushers will seat school groups one at a time when instructed by the Front of House Manager. The Front of House Manager's instructions should be followed to ensure smooth and efficient seating.
- During the performance, there should be no talking or disruptive behaviour. This will affect the enjoyment of other people and may be very distracting to performers. Failure to heed warnings may result in eviction from the auditorium. It is always prudent to remind students that the actors can usually see and hear everything they are saying in the auditorium.

I hope this will help your school to enjoy their next visit to Glen Street Theatre. We certainly look forward to seeing you here in the near future.

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