



MANDURAH PERFORMING ARTS CENTRE

Information for Arrival

Arrival of School Buses

Buses will unload students beside the Mandurah Performing Arts Centre (MPAC). Teachers and students should make their way into the theatre via the front entrance or the Fishtrap Theatre door.

DO NOT ENTER VIA THE BACKSTAGE AREA doors at any time during the events.

Take students into the auditorium via the front doors and seat children **SILENTLY**. Other schools will be performing and practicing.

The Concert Manager will communicate with you as soon as they are available to do so.

After rehearsal, please ensure your students go to their holding room (ie: the Fishtrap Theatre, Dance Studio, Dressing Rooms, etc). Confirmation of your school holding room will be advised closer to rehearsal day.

Practice a **SILENT** transition from the holding room to the stage entrance. Communicate with your Concert Manager for any further details on the day if you are not familiar with the theatre.

After this practice transition, you are welcome to wait in the holding rooms and then make your way back to your bus at the appropriate time.

EQUIPMENT

Most schools have a myriad of equipment as part of their item. With the exception of small instruments such as recorders or flutes, it will be too far for large equipment to be carried by students. Please negotiate with your concert manager if you wish to leave equipment in the wings. The wings are mainly used as a waiting area for performing students and some groups have up to 100 students, so please ensure your equipment is in a sensible place. Again, communicate with your Concert Manager to see where the best place is to store equipment ie: at the **BACK** of the wings.

On the day before the Concert equipment can be delivered during office hours to the stage door between the hours 9:00am to 5:00pm. Press the bell for attention.

This will be inconvenient for schools to arrange but there are no other viable options.

| 8RefNos | Title | Responsibility | Updated |
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| 122 | Crown Information for Arrival at Rehearsal | Co-ordinator | 2018 |