



# North Leamington School

Sandy Lane, Blackdown, Leamington Spa, Warwickshire CV32 6RD

## **NLS Theatre** Venue Terms and Conditions and Technical Specification 2021/22

# North Leamington School Theatre Specification

**Address:** North Leamington School, Sandy Lane, Leamington Spa, Warwickshire CV32 6RD

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**Facilities Manager** Mike Hubbard [mhubbard@northleamington.co.uk](mailto:mhubbard@northleamington.co.uk)

## Theatre

- A Flexible studio style space that can be used in multiple configurations
- Retractable bleacher seating used for 'End On' stage use
- Theatre seating capacity – 313 persons. Note: additional rows of 21 can be added in front of the bleachers to a maximum of 84 seats (4 rows). Alternative seating plans are available on request (see overleaf for seating plan Fig.1)
- Full height flying is not possible and there are no fly bars
- A wooden, sprung floor
- Drilling and/or fixing is not permitted in the space
- Width: 11 meters, width wall to wall: 14 meters
- Depth (With seats): 9 meters, depth (without seats) 21 meters
- Height: 6.2 meters

## Control Room

- The Control Room is located at the rear of seating with opening windows
- Accessible from the raked seating or the music corridor

## Backstage

- There are 2 drama studios that can be used as dressing rooms. The rooms can be locked and it is the responsibility of the visiting company to ensure that any personal belongings and valuables are secure. North Leamington School will not accept liability for any accidents, damage or loss incurred
- There is a reasonable amount of wing space stage left but a limited amount stage right. Storage space is also limited
- Trestle tables are available as props tables
- There is some TopDeck Staging available. If you wish to use the staging, this must be arranged well in advance of your event

## Lighting

- Lighting power and location – as installed
- Lighting Control – Light Factory (Installed on laptop in Control Room)
- Lighting positions – Gantry is above 6 metres above stage, there are 3 bridges (see overleaf for diagram Fig.2)
- Lighting Consumables – We have some basic lighting colours, any specific lighting colours may be purchased with at least 4 weeks prior knowledge. We have some generic gobos.
- Lantern Stock:

Item	Quantity
ETC Source 4 750 Profile, 36°,26°,19°	13
Lee Colortran Club P	5
Lee Colortran Club F	10
Lee Colortan Club Flood	2
Selecon Rama Fresnel GX9.5	8
Skytec PAR64	5
Skytec PAR56	2

- 2 Free standing T-Bars with 4 Channel DMX Dimmer Packs – we have a range of small Par Can and Fresnel lights to use with these

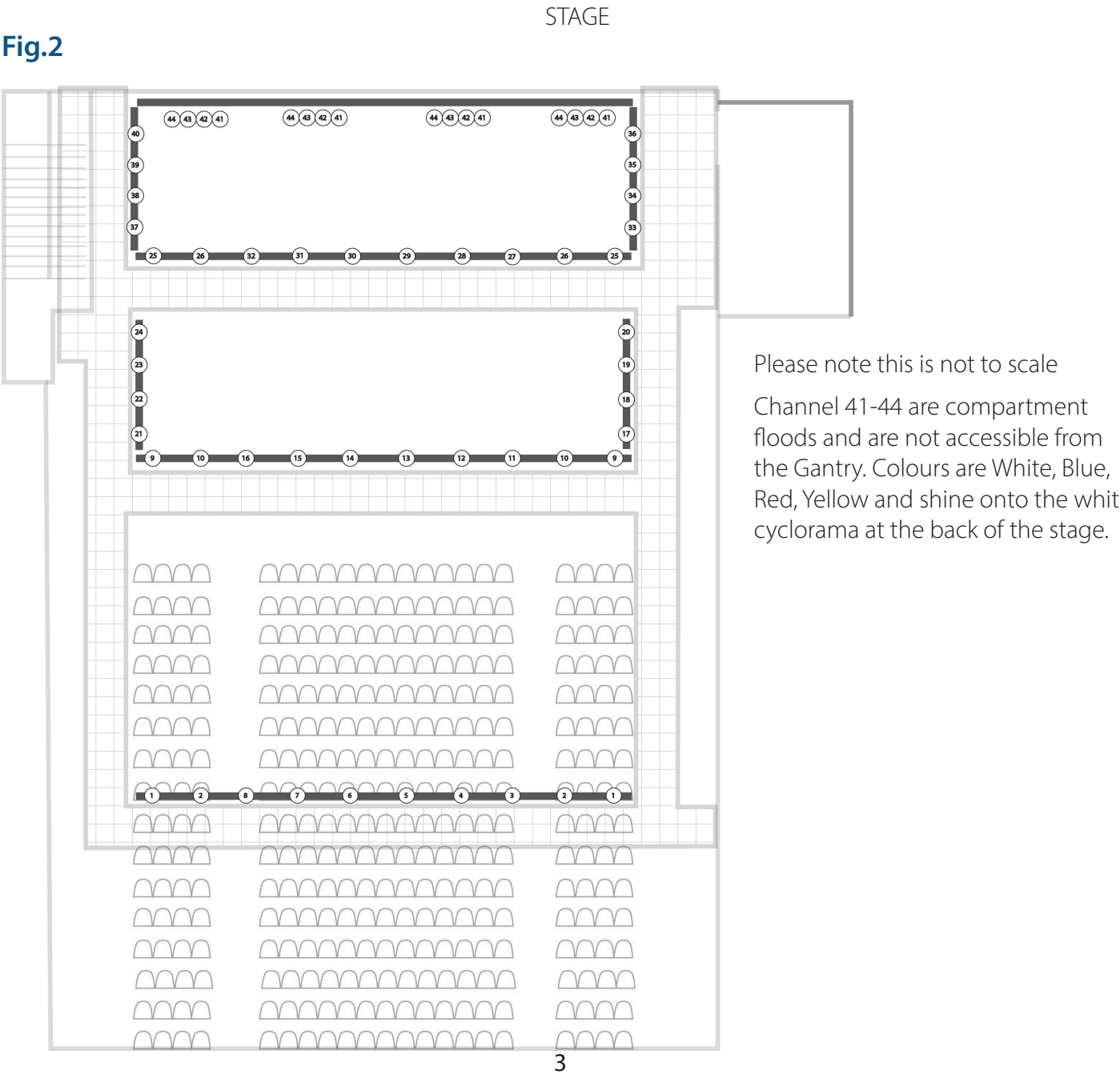
## Sound

- Sound power and location – as installed
- Sound Control – RSS Roland M-400 Live Mixing Console
- Headset/Comms – TechPro Comms
- 4 monitors

Fig.1

CONTROL ROOM																								
Q	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19			Q
P	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	P
N	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	N
M	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	M
L	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	L
K	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	K
J	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	J
H	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	H
G	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	G
F	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	F
E	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	E
D	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	D
C	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	C
B	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	B
A	1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	20	21	A

Fig.2



# Venue Terms and Conditions

1. When hiring the North Leamington School Theatre, the visiting company will have exclusive use of the stage, wings and auditorium. Dressing rooms may be hired at an additional cost
2. No flammable items or packaging of any kind may be left anywhere within the premises unless approved by the venue
3. Fire exits and escape routes must be kept clear at all times. Fire doors must not be wedged open or their closing be obstructed in any way
4. Fire extinguishers must not be obstructed or moved other than in the event of a fire
5. Please take note of and comply with all door sticker warnings and instructions
6. Instructions given by house technicians and/or site team for safe and proper working **must** be complied with
7. If tripods or other gear are to be placed in the seating rakes, then the audience can only be seated on the exit-route side of the equipment
8. Smoking (including e. cigarettes) is not permitted anywhere on site. Visitors who persist in smoking on site will be banned forthwith from the venue and the visiting company may be charged

## Food and drink

9. Food and drink is not permitted inside the theatre at any time, with the exception of bottled water
10. Alcohol is not permitted onsite at any time unless otherwise agreed with the venue

## Children

11. All rehearsals or performances with children on stage or in the auditorium must have an adequate provision of licensed chaperones to keep order, to take charge of the children in an emergency and to ensure their welfare at all times. Children under 16 must be supervised at all times. The hirer is solely responsible for the standard of supervision required for their booking.

## Technical Staff

12. TBC

## Scenery

13. All scenery, decorations, borders, drapery, gauzes, cloths, curtains and similar decorative hangings must be made of material that is not readily inflammable, or of material which has been rendered and is maintained flame-retardant to the satisfaction of The Venue and the Licensing Authority
14. Fixings and fastenings such as hinges or sheet materials to the stage floor by using screws or nails is not permitted, no holes may be cut or drilled into the floor. No other fixing may be made to other parts of the premises without the prior consent of The Venue. Any redecoration of the stage or auditorium must be approved by The Venue who will require the previous decoration to be restored to its satisfaction at the end of the production
15. The stage and backstage areas must not be overcrowded with scenery or other items. All escape routes must be maintained clear and unobstructed at all times

## Floors

16. Sheet materials such as hardboard or plywood laid in direct contact with the structural floor need not be treated flame-retardant. Any carpets and other textile floor coverings and underlays when tested appropriately in accordance with BS 4790 must either not ignite or have the effects of ignition limited to a radius of 35mm on both upper and under surfaces. Appropriate certificates must be forwarded to The Venue in advance of the event
17. Where temporary floor surfaces such as sand, soil, turf, wood chippings, straw are to be used, certificates of treatment against fire, biohazard, toxicity as relevant, together with any special operating procedures must be sent in advance to The Venue. An additional charge may be added for cleaning. Dusty materials such as Vermiculite or flour must not be used as floor coverings

## Props

18. Items such as tablecloths, curtains and bedclothes must be made flame retardant. Appropriate certificates must be forwarded to The Venue in advance of the event

19. The Venue might require sight of the risk assessments for props and effects devices and, if necessary, to see them under performance conditions before they are used in the Theatre. The use of any substances (liquid or solid) or props with potential likely to permanently mark or damage in-house surfaces or to create substantial dust must be approved by The Venue
20. Only designated dressing rooms or quick-change areas may be used for costume changes. Backstage toilets, showers, corridors, stairwells and the stage door areas must not be used. This is to ensure that all passageways are kept clear in case of an emergency. Quick change arrangements must not affect the means of escape or access to fire-fighting equipment

### **Electrical Equipment**

21. Any additional electrical equipment, including luminaires and sound equipment, must carry an indication of a valid PAT certificate. A charge will be made if testing any uncertified equipment in-house. The Venue reserved the right to remove from the premises any electrical appliance deemed unsafe or not proven to be safe
22. Blackouts: if essential to the production, the low-intensity management lighting in the auditorium may, with the consent of The venue, be reduced or extinguished subject to the requirements of the licensing authority but the escape route (exit) signs must remain illuminated at all times.