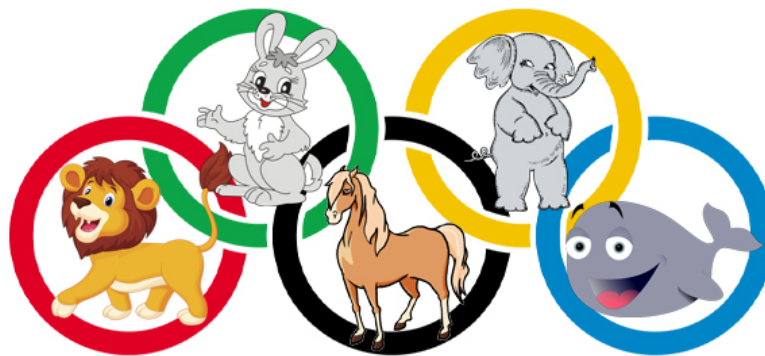


BOOKING INFORMATION

Les Olympiques des Animaux Las Olimpiadas de Los Animales



The Animal Olympics Tokyo 2020

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Les Olympiques des Animaux/ Las Olimpiadas de los Animales

Technical and Performance Requirements

Technical requirements:

- The play is specifically designed to be performed in a school hall and **not on a stage**. (Optimum space requirement - 16m x 14m).

Please contact the TSF office if your hall dimensions fall short of this to discuss if the space is large enough.

- Curtains or blinds in performance space to darken the room.
- Access to 13 amp power sockets.
- Use of the hall will be needed for a **total 2 hours 30 minutes** (plus 40 minutes at the end of the performance to clear away).

Seating Arrangements:

- Please check that you have enough space and that you are able to provide seating in a tiered arrangement of mats, benches and chairs so that all the pupils can see (see floor and seating plan for layout of seating).
- Maximum number of pupils per performance is **150**. **This includes the pupils who are participating in the show (see 'Workshops' below).**

Unless previously agreed in the booking process, TSF reserves the right to refuse to perform if the numbers on the day exceed this limit.

Performance requirements:

- The play is designed for pupils who are learning **French or Spanish**: ages 6-11.
- Please do not allow people to walk through the hall during the performance.
- Please could teaching staff organise the pupils entering the performance space and seat them rather than leaving it to the TSF company.
- Please ensure that teaching staff are in the hall at all times during the performance.

- Please ensure there are no interruptions during the performance – could all mobile phones be switched off.
- Please note that videoing or taking photographs during the performance is not allowed. Photographs can be taken at the end of the show if sufficient time.

Workshops:

- **A maximum of 60 children (years 3-5)** will be able to perform in the show itself alongside the actors. They will need to take part in one of two workshops which will run simultaneously in separate spaces prior to the performance. (e.g. two separate classes of up to 30 pupils).
- The two workshops will be 40 minutes in length and need to be held in spaces where the pupils can move around (this could be large classrooms with the desks moved out of the way, a hall or a gym etc).
- It is important that the children participating in the workshops have learnt the songs as there will be no time for this in the workshops.

Timings:

The structure of the session will run as follows, based on an 8.50 school start:

<i>30 minutes - Actors arrive, unload van and begin to set up in the hall</i>	
	<i>eg. 8.15 -9.00</i>
40 minutes - Two 40-minute workshops held in separate classrooms while the rest of the set is being put up	9.00- 9.40
20 minutes - Rehearsal in hall with both classes together	9.40- 10.00
10 minutes - Short break while the rest of the audience is seated	10.00-10.10
50 minutes - Performance	10.10-11.00
<i>40 minutes - Actors take down set and clear hall</i>	<i>11.00-11.40</i>

NB the PM session after lunch, could equally run from eg. 12.50– 3.20, actors clearing hall by 4pm

(Call John on 01434 603114 if you have any queries)

IMPORTANT:

For health and safety reasons please ensure there are no pupils in the hall whilst the company are setting up or whilst they are taking down the set at the end of the performance.

If you are unable to meet any of these requirements please contact the TSF office to discuss possible alternative arrangements.

The Animal Olympics Tokyo 2020

Cancellation Policy

In the event of the school requesting to cancel the booking as set out on the booking form:

- within 14 days prior to the agreed date(s), the full fee will still be payable**
- within 15 – 28 days prior to the agreed date(s), half the full fee will be payable**
- over 28 days prior to the agreed date(s), no fee will be payable

*[** unless a replacement booking can be found]*

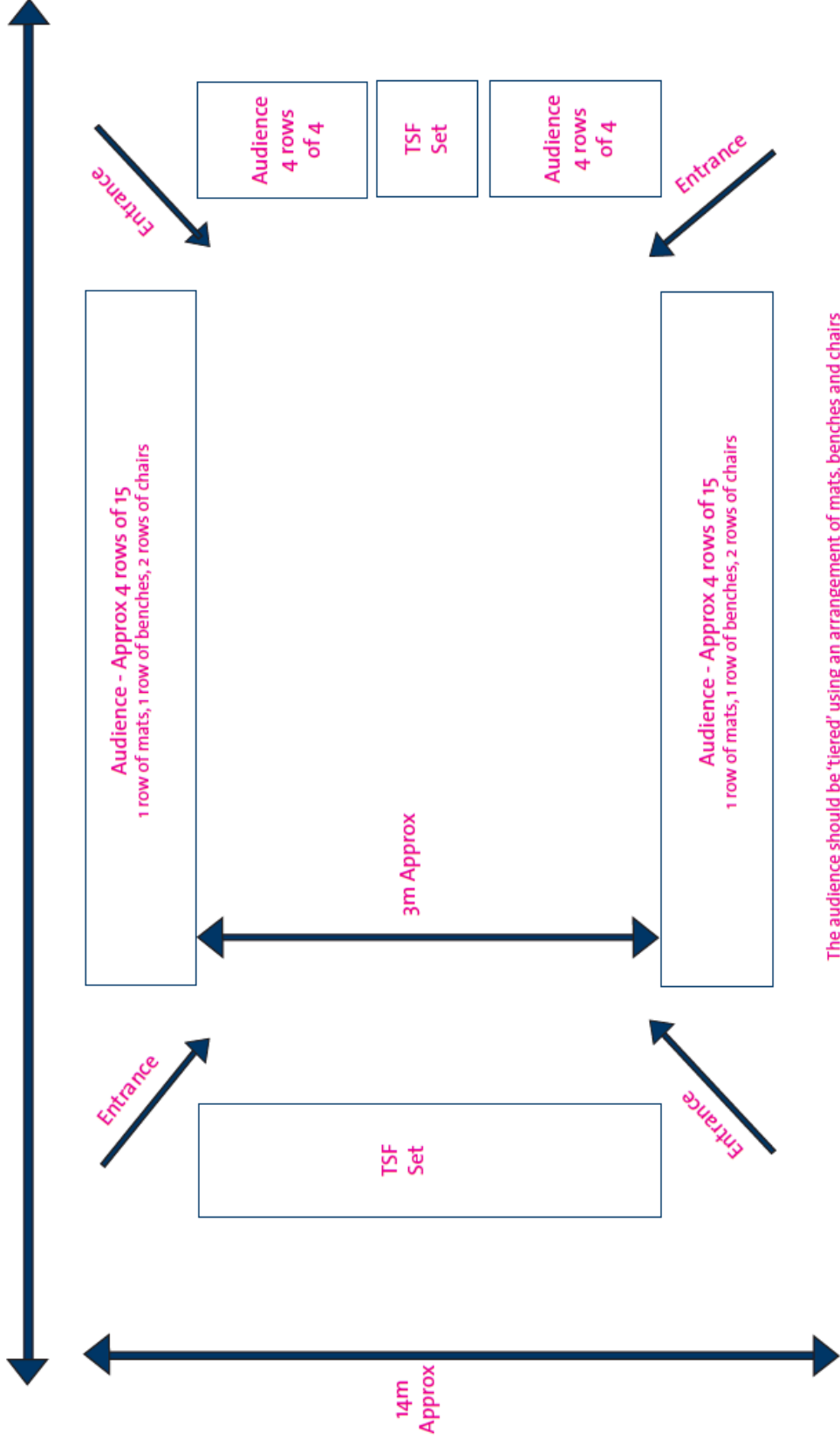
Please note that by completing the booking form you are agreeing to the terms and conditions of this policy.



Les Olympiques des Animaux

Floor Plan Seating Arrangements

16m Approx



The audience should be 'tiered' using an arrangement of mats, benches and chairs

NOT TO SCALE

