

## Booking Considerations

### School/Nursery Shows

- Our auditorium holds a maximum of 464 people, including 6 Wheelchair spaces.
- Hearing Loop equipment can be provided on request.
- Tickets are issued on a “first come, first served” basis, subject to terms and conditions.
- All performances are suitable for children aged 3+.
- School Supervisory Staff are entitled to a free ticket for every 10 students.
- Nursery School Supervisory Staff are entitled to a free ticket for every 5 students.
- For those supervising a student who needs an essential companion to attend the theatre, free tickets will be provided on a 1-1 basis. 1 FREE essential companion ticket for each child with SEND that cannot attend the theatre without the direct 1 to 1 support of an adult. This may not apply to all students with SEND that require 1 to 1 support in the school environment. We may ask for proof.
- School shows are approximately 2 hours and 15 minutes long, including interval.
- Seats are allocated by Loughborough Town Hall, as we have an overview of each party’s needs. We don’t issue seat numbers/plans to our school parties as these can change at the last minute. The ushers will direct you to your allocated seats on arrival. Your party will be seated together, unless specific requirements, such as wheelchair spaces dictate otherwise.

### When booking your school/nursery trip please consider the following points

- We sell out of popular dates fast! Bookings are now on sale, with many performances sold out before Easter.
- Unless all 464 tickets are booked by your party there may be other schools/nurseries in the auditorium.
- If booking before September, you may have to estimate numbers. We suggest adding a couple of extra tickets to your booking numbers to secure them. These can be reduced, if necessary, before the deadline.
- Please inform us of any Special Needs requirements as soon as possible. Wheelchair spaces need to be booked in advance, and we are limited to 6 per performance.
- Arranging your transport; please ensure that your coach is booked to arrive at the rear entrance to the Town Hall between 9:30am and 10:00am for a 10:15am performance, and between 1:00pm and 1:30pm for a 1:45pm performance. This is to ensure for a prompt start time.
- Consider if you wish to book refreshments. Refreshments do not have to be booked immediately, but you may want to pass on this additional cost to parents/PTA.

### Special Needs

We provide complimentary carer tickets for those with SEND requirements, students who require carers to attend the theatre. The School must provide adequate staffing to assist with the students accordingly.

For those supervising a student who needs an essential companion/carer to attend the theatre, free tickets will be provided on a 1-1 basis, or a ratio as deemed appropriate by the School. We will be happy to accommodate this, so please ensure this is conveyed when booking.

1 FREE essential companion ticket for each child with SEND that cannot attend the theatre without the direct 1 to 1 support of an adult. This may not apply to all students with SEND that require 1 to 1 support in the school environment. We may ask for proof.

Please make any Special Needs known to us when booking, so that we can assign wheelchair spaces, hearing loops and take any other provisions into account.

We want to highlight that these performances are standard performances, including special effects and flashbang effects, alongside normal lighting and sound levels. The school performances will not have the kind of amendments that we would typically make on our Relaxed Performances. However, we will do our best to assist wherever possible.

We have public areas which schools are more than welcome to use should any of the students require time out from the performance or away from large groups of people. Our Duty Manager on the day will be able to highlight these to you upon arrival. We have adapted toilets on two floors and 2 lifts for access.