**Basingstoke Primary Schools’ Music Concert 2022 – Parents Information Sheet**

**Tuesday June 21st June – Day Rehearsal at the Anvil – doors open 9am and close at 9:20am**

* Please meet up with your school group outside the front entrance of the Anvil between 9:05 and 9:15am. To minimise the risk of large groups of children congregating in public spaces we will be very strict with time. If you arrive late, please bring your child to the back of the Anvil and register them at stage door.
* On Tuesday morning **all** children and staff, including orchestra, will enter through the main (front) doors which will be open from 9.00 am. Please note also that once all the children have arrived, the main doors will be closed and there will be no access to the Auditorium beyond these doors. These doors will remain closed all day and nobody will be allowed in or out during this time. Should you need to collect your child during the day you will need to do so via the stage door (at the rear of the Anvil).
* All children should bring their lunch in a plastic bag or throw away container. Lunch boxes are easily mislaid and lost in such a large area (no nuts allowed).
* All children should bring plenty to drink but no glass bottles or fizzy drinks please.
* Orchestra should bring instrument, music (no loose pages) and pencil. Music stands are **not** required at this rehearsal.

**Evening Performances: Tuesday 21st and Wednesday 22nd June at 7.00 pm.**

* All dancers to wear BPSM T Shirt and leggings. There is no interval or need for snacks. Please make sure your child has been to the toilet before they leave home.
* Orchestra to arrive between 6:30 and 6:40pm but **not before 6.30pm** and go to the Stage Door where their names will be registered by a member of staff. Don’t forget instrument and music! There will be a queue- please be patient as we need to check everyone in very carefully and make sure everyone gets to the right dressing room. Parents are not allowed in.
* Choir and dancers arrive between 6:30 and 6:40pm but **not before 6.30 pm** and meet their teachers outside the front entrance of The Anvil. Children should not come into The Anvil unsupervised. Please be prompt as we have a large number of children to get into the building and seated for the start of the concert. Narrators will come in with their school choirs (or if they are orchestra will sign in with orchestra).

**Programmes**

If you would like to purchase a souvenir programme with your child’s name for the concert, these will be available for £4 from the Anvil on the evening. Make sure you have cash.

**Arrangements for re-uniting with children at the end of the concerts**

If you are in the audience:

* You will only be allowed into the Anvil building with a valid ticket – please purchase this BEFORE the concert day.
* At the end of the concert, please remain in your seats for a few minutes to allow the children to be taken to their various assembly points.

If you are **not** in the audience:

* You will need a PARENT ACCESS PASS to enter the Anvil – this will be given to your child at school on Monday. If needed, please complete the pass details and bring it with you to be allowed access to collect your child.
* The front auditorium doors will be opened at approximately 8:15pm.
* For security reasons, if you do not have a pass or a valid concert ticket for that night, you will not be allowed into the Anvil building to collect your child. This is for the safety of all the children.

Reuniting information (at the end of the concert)

* **Orchestra (from all schools)**

The children will be taken, under supervision, to their dressing rooms to collect their belongings and will then return to the front of the stage. They will stand with an adult holding their school name sign and can be collected from there. Please do **not** venture on to the stage area.

* **Dancers (from all schools)**

The children will be taken, under supervision, to the Forge to collect their belongings and will await parents outside the barrier by the Forge. Please do **not** go into the Forge.

* **Chamber Choir/ Children with mobility issues (from all schools)**

The children should be collected from the front of the stage.

* **Main Choir/Narrators in Choir – see map attached separately.**