

PEACE PROMS LIVERPOOL – CHOIR WORKSHOP LOGISTICS

M&S BANK ARENA

Tuesday January 25th, 2022

SESSION 1 - 10am – 11:30pm

SESSION 2 - 12:30 - 2pm

CHOIR WORKSHOP CONDUCTOR - MR GREG BEARDSSELL

**All schools must attend 1 workshop.*

**Workshop times will be allocated by CBOI & Peace Proms. It is not possible to request specific times/workshops.*

START TIME: The workshop must start at the appointed time.

- All choirs have been allocated a workshop time. Please check your time on the list below.
- Choirs should arrive half an hour before the session begins to ensure all members are in place and ready to sing at the appointed time.
- Choirs who anticipate lengthy travel times will need to factor in comfort breaks and allow extra time.
- **TOILET: Please factor in travel time, and ensure you have allowed time for the children use the toilet facilities before the workshop commences and do not go out to the toilet during the rehearsal, as it is very disruptive for others.**

SONGS: Try your best to ensure that your choirs have the words learned off by heart for the workshop. The children will benefit greatly from the experience if they know the words from memory.

TEACHERS/ TEACHERS' MEETING:

- Teachers should sit with their group for the workshop, and supervise them at all times. The recommended supervision ratio is 1 teacher to 15 students.
- There will be a meeting for teachers during the workshop. The lead organising teacher from each school should attend. Peace Proms organisers will go through the logistics for the Concert Day and give you an opportunity to ask any questions that you might have about the project. Please remain in your seat with your choir until you are called to this meeting.

RECORDING/MOBILE PHONES: Students are not permitted to use mobile phones during the rehearsals or the concert.

WHAT TO WEAR TO THE WORKSHOP: Choir members should wear their school uniform to the workshop.

SPECIAL REQUIREMENTS:

- Thank you for notifying us about special requirements. We will endeavour to look after any schools with special requirements – seating or otherwise.
- If any member of your choir needs ear defenders, please ensure that you bring them with you.

LUNCHES:

- Sometimes the choir workshop falls within a school's designated lunch break. The M&S Bank Arena will allow schools to eat their lunches at the arena. However, please ensure that this does not happen during the workshop, and that it does not disrupt the workshop in any way.
- **IMPORTANT:** A school has notified us that they have a choir member who has a nut allergy. **PLEASE ENSURE THAT NONE OF YOUR CHOIR MEMBERS BRING NUTS.**

M&S BANK ARENA ADDRESS: MAP BELOW (Please provide your coach driver with this map)

- Liverpool Kings Dock Liverpool Waterfront L3 4FP
- For Sat Nav, please use L3 4BX

ARRIVING AT THE ECHO ARENA

- Please direct your coach to **Loading Bay 3** – marked on the attached map.
- The children will be able to alight the coach here.
- You will be met by stewards who will direct you from here, regarding entering the arena and coach parking. Some coaches may be able to park in the arena.

DEPARTING THE ECHO ARENA

- **Choirs should remain in their places when the workshop ends and wait to be called to their coach.**
- Please ensure that you have a mobile phone number for your coach driver, and that the driver has your mobile phone number.
- Please let your coach driver know the time that the workshop will end at.
- Coaches should return to **Loading Bay 3** at the appointed time.
- Your school will be called when your coach is at LOADING BAY 3, and stewards will direct you back to your coach.

M&S Bank ARENA MAP (Please provide your coach driver with this map)

