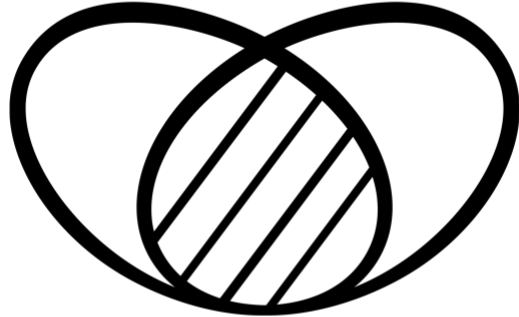


CBOI



PEACE PROMS



LOGISTICS FOR SCHOOLS / CHOIRS



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1 CHOIR SCHEDULE

1.1 CHOIR SCHEDULE 3PM CONCERT

1:15pm 1:30pm	<ul style="list-style-type: none"> - Schools which have special seating requirements should arrive early. - All other schools, arrive. - Please arrive early and use toilet facilities. - Entre through the Mahony Doors at the back of the Helix. - Check in with the Peace Proms Team and go straight to your choir seats. Stewards will guide you. - Once children are in their seats, they should remain in place until the end of the concert. <i>(There will be some time for toilet between the rehearsal and concert, and at the concert interval)</i> - There is no lunch break. Children may bring water which should be stored under their seat. - No other belongings should be brought into the concert hall. Avoid bringing coats if possible. If children have coats, please store them under their seats.
2:00pm – 2:30pm	<ul style="list-style-type: none"> • Choir rehearsal with Orchestra. NB CHOIRS MUST BE IN THEIR PLACES READY TO SING AT 2PM
2:30pm – 2:45pm	<ul style="list-style-type: none"> • Short break and get in place
3pm – 5:20pm	<ul style="list-style-type: none"> • Concert (20 min interval) • Children should not use the toilets during the concert.

1.2 CHOIR SCHEDULE 8PM CONCERT

6:15pm 6:30pm	<ul style="list-style-type: none"> - Schools which have special seating requirements should arrive early. - All other schools, arrive. - Please arrive early and use toilet facilities. - Entre through the Mahony Doors at the back of the Helix. - Check in with the Peace Proms Team and go straight to your choir seats. Stewards will guide you. - Once children are in their seats, they should remain in place until the end of the concert. <i>(There will be some time for toilet between the rehearsal and concert, and at the concert interval)</i> - There is no lunch break. Children may bring water which should be stored under their seat. - No other belongings should be brought into the concert hall. Avoid bringing coats if possible. If children have coats, please store them under their seats.
7:00pm – 7:30pm	<ul style="list-style-type: none"> • Rehearsal with Orchestra and Soloists. NB CHOIRS MUST BE IN THEIR PLACES READY TO SING AT 7PM
7:30pm – 7:45pm	<ul style="list-style-type: none"> • Short break and get in place
8pm – 10:20pm	<ul style="list-style-type: none"> • Concert (20 min interval) • Children should not use the toilets during the concert.

2 PRE - CONCERT BUS / PARENT DROP OFF

2.1 BUSES - DROP & GO

- Buses should have the name of the school on the front window on an A3 SHEET to allow teachers to find the buses easily on egress.
- Buses should stop at the **Mahony Door, at the back of the Helix** and allow children and chaperones to safely disembark.
- Teachers / chaperones should enter the **Helix through the Mahony Door at the back of the Helix** where the Peace Proms Team will check them in.
- There is no parking for buses at the Helix. Buses should turn at the round-about and leave the campus. Buses may find parking at Whitehall Church or Our Lady of Victory Church.

2.2 BEFORE THE CONCERT - PARENT DROP OFF

- The drop off area is at the **Mahony Doors at the back of the Helix**.
- Parents should park in the main multi-story car park and walk, with their child/children to the **Mahony Doors at the back of the Helix**.
- Teachers should ensure they are there BEFORE parents/children begin to arrive.
- Teachers should gather their full group before entering through the Mahony doors.
- Parents should be advised to arrange car-pools to bring children.
- Once parents they have handed their child safely over to their teacher, they can enter the Helix through the main entrance at the front if they are attending the concert.

3 AFTER THE CONCERT: BUS / PARENT COLLECTION

3.1 SCHOOLS LEAVING BY BUS

- **All schools leaving on buses will leave first** to free up space for parents / guardians to pick-up their children.
- **Teachers should advise buses to return to the Helix at 5pm (for the 3pm concert) or 10pm (for the 8pm concert).**
- **Buses should be parked up at the Mahony Doors as soon as the concert ends.** Buses should be **parked on the left-hand side of the road** so that children and chaperones do not have to cross the road. Buses can then proceed to turn at the round-a-bout and leave the campus.
- Teachers should make sure that they have the mobile phone number of their bus driver so that they can phone them as soon as the concert is over if necessary.

3.2 AUDIENCE MEMBERS NOT COLLECTING CHILDREN

- Audience members who are not collecting children should leave immediately when the concert ends.

3.3 PUPIL COLLECTION FOR PARENTS / CARERS IN THE AUDIENCE

- **PUPILS being picked up by parents should remain in their seats at the end of the concert until those on buses have left.**
- **PARENTS** who are collecting children should remain in their seats.
- **Schools will be called by name, one at a time.**
- Parents should move to the main foyer when their school is called.
- Teachers / chaperones should escort their children to the main foyer **when their schools in called** and hand them over to their parents.

3.4 SCHOOLS WITH SOME CHILDREN DEPARTING BY BUS AND SOME BEING COLLECTED BY PARENTS:

- At least one teacher should be allocated to bring children directly to the bus and at least one teacher should be allocated to bring children being collected by parents to the main foyer. **Children being collected by parents should remain in their seats until their school is called.**
- **Parents are requested to be patient and allow the teachers to bring the children to the assembly area and allow space around the meeting area in this section.**

3.5 3. PUPIL COLLECTION FOR PARENTS / CARERS NOT ATTENDING THE CONCERT

- Parents / Guardians should make their way to the plaza outside the main foyer.
- Approx. 10mins after the concert ends parents / guardians will be invited to collect their children from their teacher in the main foyer.

5. IMPORTANT INFORMATION FOR TEACHERS

4.3 GENERAL

- **RECOMMENDED TEACHER/CHAPERONE: PUPIL RATIO is 1 : 15.** There must be a minimum ratio of 1 Teacher to 15 Children with a minimum of 2 teachers per school. At least 1 Teacher will be required to remain with the Children at all times.
- We recommend that LEADERS allocate 15 children to each teacher so that each teacher knows exactly the 15 children they are responsible for.
- On arrival, Choirs should check in with the Peace Proms Team at the **Mahony Doors at the back of the Helix** and go directly to their performance positions.
- Choirs should be in their performance positions **1hr 15min** before the performance begins.
- Choirs who anticipate lengthy travel times will need to factor in comfort breaks and allow extra time.
- The pre-concert rehearsal must start at the appointed time. Any choir arriving late will be allowed to join the rehearsal during breaks between songs.
- Choirs have a 30min rehearsal and 30min break before the concert starts.
- Once children are in their seats, they should remain in place until the end of the concert. (There will be some time for toilet between the rehearsal and concert, and at the concert interval)
- There is no lunch break. Children may bring water which should also be stored under their seat.
- Teachers and chaperones should bring **bin bags** to clear away empty water bottles.
- Try to avoid bring coats or any belongings. If children have coats, please store them under their seats. Do not bring rucksacks, school bags, hold-alls etc.
- Please ensure that any belongings are kept clear of aisles, exits and fire-fighting equipment.
- Teachers should sit with their group during the rehearsal and concert, and supervise them at all times.
- **Teachers should sit at the end of the seat rows.**

4.4 CONCERT ETIQUETTE

- Teachers should switch off mobile phones before the concert starts. **Be sure to switch them back on at the end.**
- Children should not have mobile phones/tablets or electronic devices of any kind.
- No recording of the rehearsal or performance is permitted.
- Once the concert begins, no one is permitted to leave the stage. No one is permitted to leave before the concert ends. Please ensure that your children do not go in and out to the bathroom during the rehearsal or concert.
- All Teachers/SNA/Chaperones in attendance should join in the singing and dance moves.
- Teachers should ensure that all rubbish is collected in bin liners

4.5 WHAT TO WEAR

- Choir members must wear a plain white t-shirt/shirt/blouse (no logos) and dark bottoms (uniform bottoms / track suit bottoms are fine – skirt and tights or trousers)
- On the day of the concert, choirs should arrive dressed in their choir uniform, as there are no changing facilities.
- Teachers should dress in semi-formal / cocktail black
- ALL ADULTS accompanying choirs should wear a lanyard with:
 - Your name
 - The name of your school
 - Your position e.g.; Teacher, Carer

4.6 NB TOILET:

- **Choirs are asked not to leave their positions once the rehearsal and concert begins so please ensure they use the toilet before the rehearsal or during the break before the concert or at the concert interval.** Children should not be allowed to the toilet facilities unaccompanied. A teacher should accompany them.
- **Boys' Schools** should ensure that a male teacher supervises toilet

4.7 AUDIENCE CAR PARK

- Audience should park in the multi-story carpark adjacent to the Helix.

5 SCHOOL CONCERT ALLOCATIONS

Schools will be seated in the choir stalls behind the stage and in the stalls in front of the stage. Choir places will be filled as choirs arrive on the day.

HELIX DCU DUBLIN. 3PM SAT 7 TH MAY 2022		
01554B	Ballapousta NS	Smarmore, Ardee
20033D	Dunboyne S.P.S.	Dunboyne, Co. Meath
19995I	North Kildare ETNS	Celbridge
17228B	Our Lady's School. Clochar Muire NS	Laragh Road, Rathdrum
19928Q	R.M.D.S. Ranelagh Multi Denom NS	Ranelagh
19797E	Scoil Bhride. Scoil Naisiunta Bhride	Prosperous Road, Clane
16705E	Scoil Phádraig Naofa	Tomard, Athy
14051T	Stokane NS	Stokane
20172R	St. Joseph's NS Kingscourt	Kingscourt, Co. Cavan
17986U	St. Joseph's N.S., Boyerstown	Navan
20349H	St. Oliver's NS. Scoil Oilibhéir Naofa	Ballymakenny Rd, Drogheda
17175G	St. Ultan's N.S. Bohermeen.	Navan, Co. Meath.
HELIX DCU DUBLIN. 8PM SAT 7 TH MAY 2022		
05600C	Dominican PS. Clochar San Dominic	Convent Road, Dun Laoghaire
20161M	Donabate Portrane ETNS	Beaverstown Rd, Donabate
20394M	Gaelscoil an Chuilinn	Tyrrelstown
20012S	Griffith Barracks MDS	22 Raymond St., Dublin
20383H	Hansfield Educate Together NS	Hansfield, Dublin
20303G	Lucan East ETNS	Off Griffeen Ave. Lucan
19945Q	Rathfarnham ETNS	Loreto Avenue
12998C	Scoil Cianog Naofa Timahoe	Nass
18647D	Scoil San Treasa, Mount Merrion	Mount Merrion, Co. Dublin.
18360G	St. Brendan's BNS	Artane
17465P	St. Catherine's Snr School. Dominican Convent Girls	Rathoth, Cabra
18968A	St. Malachy's BNS	Edenmore Park, Dublin
HELIX DCU DUBLIN. 3PM SUN 8 TH MAY 2022		
17089N	Clonmellon NS / Cluain Maolain N S	Clonmellon
12413R	Donoughmore NS	Donoughmore
20192A	Gaelscoil Átha Í	Athy
17031F	Killeigh NS / Shinchill NS	Tullaghmore
20164S	Navan Educate Together NS	Newhaggard Rd
18473T	Sacred Heart NS / An Chroi Ro Naofa NS	Main Street Aughrim
19503H	Scoil Chrónáin	An tStráid Mhór
18551N	Scoil na Mainistreach	Oldtown Road,
19875V	Scoil San Carlo SNS	Confey,
10683N	St. Brigid's NS. Kilbride NS	Manor Kilbride
14336M	St. Patrick's NS / Searcog INS / Shercock NS	Shercock, Co. Cavan
16760M	St. Peter's NS/ Dromiskin Mixed NS	Dromiskin, Co. Louth
12529N	St. Saviour's NS	Rathdrum
HELIX DCU DUBLIN. 8PM SUN 8 TH MAY 2022		
19001G	Ballyboughal NS	Dublin
20308Q	Belmayne ETNS	Dublin 13
20453C	Broombridge ETNS	Cabra
20186F	Castaheany Educate Together NS	Ongar Village
16177F	Lindsay Road NS	Glasnevin
20445D	Malahide Portmarnock Educate Together NS	Dublin 17
15569R	Scoil Moibhi	Skerries
20441S	Shellybanks ETNS	Sandymount
16577V	St. Brigid's GNS, Glasnevin	Dublin 15
18282M	St. Matthew's NS / Sn Paroiste Maitiu Nfa	Sandymount
20145O	Swords Educate Together NS	Ayrfield

6 PLAY LIST 2022

FIRST HALF	SECOND HALF
1. Let Me Entertain You	1. Bond Medley
2. Born to Be Brave – Choir	2. Proud - Choir
3. Nothing else Matters	3. Gabriel's Oboe
4. Think About Things – Choir	4. Heroes (We Could Be) - Choir
5. Lord of the Dance	5. Where the Streets Have No Name
6. What the World Needs Now - Choir	6. Pop Medley 2021 - Choir
7. Flight of the Silver Bird	7. Dance Medley (Right Here, Right Now)
8. King of the Highlands	8. You're the Voice - Choir
9. Dancekids Medley - Choir	9. Sing Sing Sing (encore)

7 HEALTH & SAFTY

7.1 COVID

- Covid Certs no longer required at events. In line with the government's latest guidance, masks are no longer legally required to attend concerts at The Helix. You may continue to wear a mask while at The Helix if you choose to.
- For more information on Covid guidelines please see [here](#)

7.2 FIRST AID AREA / LOST CHILD AREA

- First aid and ambulance services will be carried out by Medilink. The first aid area will be the **Mahony Doors at the back of the Helix.**

7.3 SPECIAL NEEDS

- Please ensure we are notified about any special needs children in advance. These schools should arrive early and will be seated in the Red Section with easy access and close to the First Aid Section.