



**ALBERTA THEATRE PROJECTS**

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# STUDENT MATINEE SERIES

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**THEATRE GUIDELINES,  
FAQ'S & TIPS**

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# ALBERTA THEATRE PROJECTS

## Student Matinees *Theatre Guidelines, FAQ's & Tips*

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THANK YOU TO OUR SPOTLIGHT ON YOUTH SUBSIDIZED TICKET PROGRAM SPONSOR:



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## ALBERTA THEATRE PROJECTS YOUTH ENGAGEMENT MISSION

Our Youth Engagement programs aim to deepen the theatre experience for young audiences and emerging artists through our plays, varied practical learning opportunities and professional mentorship. These programs foster community engage the inquisitive mind and bring young audiences and artists together in an exchange around the work.

We believe that early exposure to theatre is essential to the learning and development and positively impacts the creativity and overall performance of the young people in our community. It is this belief that fuels our dedication to making ATP and the contemporary live theatre we create accessible to ALL- no matter their economic status, race, colour, ancestry, place of origin, religious belief, gender, disability or orientation. The plays on our stage include a wide range of stories and perspectives, reflecting our community in all its diversity and are in sync with what it means to be alive right now.

Driven by an attitude of curiosity in all that we do, we encourage a sense of discovery in the young people who engage with us. We delight in seeing young minds and hearts opened through the life-changing experience of theatre.

YOUth belong here at ATP!

**FOR INFORMATION ABOUT ALL OF THE  
YOUTH ENGAGEMENT PROGRAMS AT  
ATP VISIT OUR WEBSITE:**

[HTTPS://ALBERTATHEATREPROJECTS.COM/STUDENTS-EDUCATORS/](https://albertatheatreprojects.com/students-educators/)

**CONNECT WITH US:**



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ALBERTA THEATRE PROJECTS

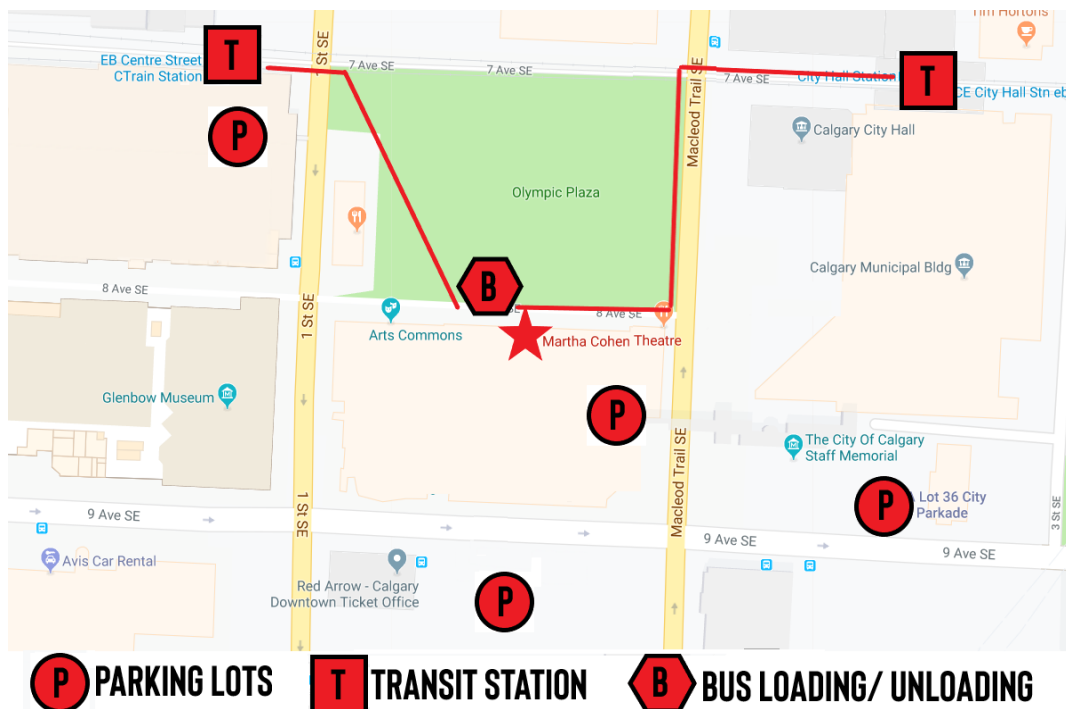
**CONTACT:**

TALORE PETERSON, ARTISTIC ASSOCIATE COMMUNITY & YOUTH ENGAGEMENT  
(403) 294-7475 EXT. 1098 | [TPETERSON@ATPLIVE.COM](mailto:TPETERSON@ATPLIVE.COM)

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## FINDING THE THEATRE

Entrance to the **Martha Cohen Theatre Lobby** is on the south side of 8<sup>th</sup> Avenue between 1<sup>st</sup> St SE and Macleod Trail North.



## PARKING

There are many parking options close to the Martha Cohen Theatre & Alberta Theatre Projects offices.

Parking areas can become quite congested, so we advise guests to plan to arrive at least 30 minutes before their show time.

## BUSING

ATP will provide a street use permit to allow busses to park on 8<sup>th</sup> Ave between 1<sup>st</sup> Street and Macleod Trail from 10am-2pm on the day of the performance. This street will be used for unloading and loading busses. Please make sure that your driver is given a copy of the permit to display.

## CALGARY TRANSIT

**Nearest C-Train Stops:** 1 block walk to the theatre

- Centre Street Station (Eastbound)
- City Hall Station (Westbound)

For more information on Calgary Transit including routes, detours and stop closures, please visit [Calgary Transit](https://www.calgarytransit.com).

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## WHAT TO EXPECT

### 5 weeks before the show:

- Final payments for the performance will become due. You will receive an email reminding you of any outstanding balance.
- This email will also include:
  - Official running time and educator materials if these have not been made available yet.
  - Bus Permits for use of 8<sup>th</sup> Ave for loading and unloading to the theatre
- Please inform ATP of any students with accessibility needs so we can make sure to have accessible seating arranged.

### The day of the performance:

- The lobby will open at 10:30am. You are welcome to arrive early to eat your lunch in the lobby prior to the show.
- You will meet Talore when you enter the lobby. She will provide you with a package of materials for the show, as well as your lobby meeting area and seating assignments.
- The ATP team will direct you to where your meeting point is in the lobby.
- Once it is time to enter the theatre, ATP staff will come inform you and then lead your school into the theatre to your assigned seating.
- Seating is arranged to ensure that schools are groups together to the best of our ability. For larger groups it may be necessary for schools to be split into separate levels of the theatre.
- When you arrive please have ready the exact number of students and chaperones you have with you on the day.
- The show will start promptly at 11:30am. If you are planning to eat lunch in the lobby before the show please plan for ample time to finish your lunches before we begin seating at 11:10am
- Following the performance students will remain seated, and we will invite the performers back onto the stage for a 15min Q&A.
- After the talkback you will be dismissed to your busses. An ATP staff member will be at the lobby doors to inform you where to find your busses.

### The day after the performance:

- We will send a survey to request feedback about your experience at ATP. The results of this short survey are essential to ensuring the continued growth and success of our Student Programing. The results also help is in securing funding for the programs, helping to keep student tickets affordable.



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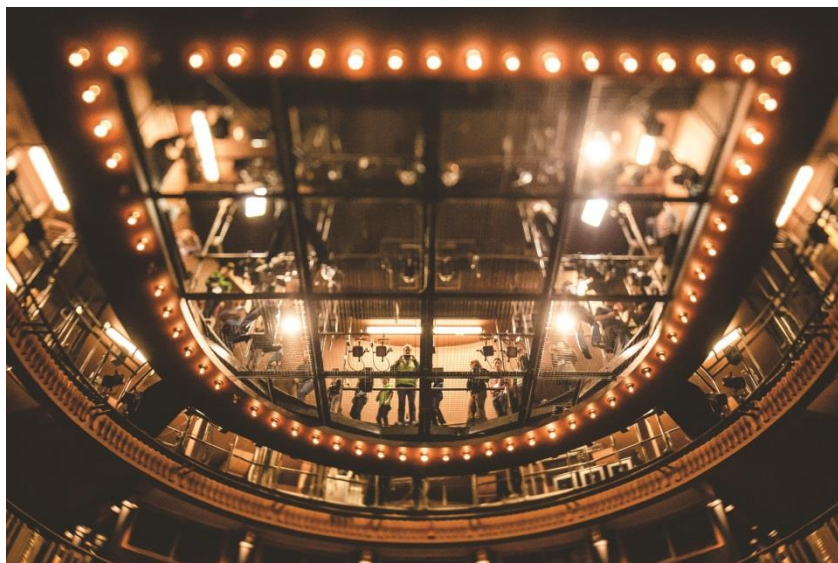
## FREE STUDENT PROGRAMS

To enhance the experience of your students you may also wish to add on one of our **free student programs**:

### **Conversations with artists:**

Capture your students' imaginations through an in-classroom conversation with an ATP Season Artist about the artistry and skills that go into making live theatre.\*

*\*Visits are based on the availability of artists involved in our productions and are subject to change due to illness or show requirements.*



### **Backstage Tours:**

Discover backstage secrets with an educational and interactive, behind-the-scenes tour of the Martha Cohen Theatre. Learn how math, science, language, technology and art are brought together to create new works of theatre in our scenic carpentry shop, costume shop, fly gallery, lighting grid and on stage.\*

*\*Tours are open to all ages and abilities.*

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## FREQUENTLY ASKED QUESTIONS

### 1) What time does the performance start? How long is the show?

All performances begin at **11:30am**. All performances include a 15min Q&A with artists on stage, directly after the curtain call.

Individual performance times vary. Please review the individual performance running times on our website to plan your bus pick-ups accordingly. For world premier performances it can be difficult for us to predict the exact running time months ahead of the production. We will keep you updated of any changes to running times in advance of your performance.

### 2) What time should we arrive?

You can arrive as early as 10:30am, your school will be given access to a section of the lobby to eat lunch, and store your belongings during the show. Please arrive to the theatre no later than **11:00am**. We will begin seating schools for the performance at 11:15am.

### 3) When and where are the students going to eat their lunch?

We open the Martha Cohen Theatre Lobby at 10:30am for students to eat their lunches. Please allow at least 30 minutes prior to the matinee start time so students are able to comfortably eat, and take their seats on time. **NO FOOD OR DRINK IS ALLOWED INSIDE THE THEATRE.**

If you choose to come early you can also take advantage of the Olympic Plaza Park outside of the theatre prior to the show during the warmer months.

### 4) Where should I tell the bus company to drop us off?

Busses can drop off at the Martha Cohen Theatre entrance, 215, 8<sup>th</sup> Ave SE (Stephen Avenue). Stephen Avenue will be accessible from 10:00am. Please direct bus drivers to take MacLeod Trail South and turn left onto Stephen Avenue. Please note, due to the high volume of busses using the street we request that all vehicles stop only for drop off and pick up.

ATP will provide you with a city of Calgary street use permit so your busses are able to unload and load on Stephen Avenue. Please ensure that your bus driver is given a copy of this permit on the day.

### 5) Where will students leave their coats and backpacks during the performance?

When you arrive your school will be assigned a section of the lobby to gather. Students are able to leave their coats/backpacks in the lobby in your gathering spot. Alternately they are welcome to bring them into the theatre. However, coats should be on the back of the seats and backpacks can be under the seats. At no time should the student take food out of their backpack and eat during the performance.

### 6) Are the students able to leave the theatre?

We encourage students to stay in the theatre for the entirety of the performance. However, if it is necessary for a student to leave, please ask our ushers for assistance in order to exit safely. Students will have to wait to re-enter until an appropriate break in the play when an usher will safely escort them in.

If you have a student who's individual needs require them have the flexibility to leave the theatre please inform Talore Peterson. She will ensure that the appropriate seating is set aside for your school.

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## THEATRE ETIQUETTE

Before attending the theatre, please take some time to go over proper theatre etiquette with your students. For some students this may be their first theatre experience so being informed of what's expected is important to ensure the best experience for all of the audience members, as well as the artists on stage.

**RESPECT** the actors and your fellow audience members

- When the lights go dim, it is time to be quiet and engage with the action on the stage
- Be sure to turn off cell phones
- Refrain from texting, talking or eating during the performance
- Photography and video recordings are strictly prohibited.

**RESPOND** to what you see

- The actors feed off your presence and respond with their work on stage. Feel free and comfortable to respond to the performance through laughter, tears, smiles, giggles or captivated silence.
- Please do not respond by talking to your neighbour. Wait until after the performance to discuss your thoughts.

**Note:** Some of our productions contain mature themes and language. Please consult any audience advisories and prepare your students for what to expect to see or hear at the performance. This helps to mitigate the students from being shocked or distracted by any more mature content.

