



TECHNICAL & PRODUCTION VENUE PACK

ABOUT MACREADY THEATRE

The theatre is housed in an old Victorian building which dates from 1885 and was originally built as classrooms for The Rugby School.

In 1975 it was converted into a theatre, named after renowned Shakespearean actor and former Rugby School pupil William Charles Macready (1793–1873). The theatre was opened to the public in December 2018.

Macready Theatre is a welcoming 250-seat venue, offering competitively priced world-class live performance in the heart of Rugby.

CONTENTS

1. General Information

- Backstage & Security
- Front of House
- Staffing

2. Technical Information

- General
- Seating Capacity
- Get In Access and Parking
- Stage
- Lighting
- Sound
- Video Projection
- Effects
- Stage Management
- Staffing & Safety
- Ground Plan, Rig Plan & Images

3. Locations & Local Area

- About Rugby
- Where to Stay
- How to Find Macready Theatre

4. Contacts

GENERAL INFORMATION

Backstage & Security

The Stage Door is located at the rear of the building and is fitted with a keypad lock. Access is granted through using a key card only. Visiting companies can request up to three key cards for the duration of their visit, which must be returned immediately following the final performance. All performers and crew must use this door throughout their time at Macready Theatre.

Macready Theatre has 1 private dressing room and 1 Green Room, both of a moderate size, with mirrors, desks and chairs. Each room has an adjacent toilet and washroom. Please note both rooms are also used as classrooms and contain various AV and computer equipment, which should be protected. The Green Room provides tea & coffee making facilities and a small fridge. Arrangements for refreshments and riders should be confirmed in advance and will be provided by our Theatre Manager. There is a washing machine and dryer available.

Front of House

Macready Theatre has a Foyer on the ground floor, with Gents, Ladies and Disabled toilets. There is a bar area which opens into the foyer through sliding shutters and is open during events. The bar consists of a sink with hot and cold water and several low-level cupboards and work surface along the walls. Entrance to the bar is through the backstage area. Access to the auditorium is up the main stairs. An accessible lift is available for taking performers to the stage level and audience members to the auditorium. There is an interval bell, operated from the Control Room.

Staffing

Staffing is to be discussed at point of contract. Macready Theatre can provide up to two technical staff (1 LX, 1 Sound) for Get in, Fit up, Performance and Get Out, which should take place immediately following the final performance, as well as full FoH staff. If additional staffing is required for any element relating to a visiting production, the company is responsible for informing Macready Theatre of extra staffing requirements at point of contract.

In most circumstances, the Duty Technician will be in overall charge of the building and certain production responsibilities, including all safety aspects.

Each production must have a designated Manager, who must read and agree to the relevant Fire Procedures. This person must be over the age of 18.

Access times should be arranged with the Duty Technician and/or the Theatre Manager. All problems should be reported to the Duty Technician and/or the Theatre Manager immediately.

Accidents and medical emergencies must be recorded, showing the person's details and the nature of the incident. A first aid kit is in the Workshop and behind the bar. An emergency telephone is in the Control Room.

Persons who are new to Macready Theatre, should at first familiarise themselves with the layout and location of fire exits, etc. The Duty Technician will give a full briefing upon arrival.

TECHNICAL INFORMATION

Updated March 2023

General

This document is intended to provide technical information to visiting companies using Macready Theatre. The information in this document is correct at the time of printing, however specifications are subject to change, and all equipment is subject to availability. Any technical requirements, including use of Macready Theatre technical equipment, must be communicated at least six weeks in advance of the performance via the Theatre Technician and Theatre Manager.

Seating Capacity

The Macready Theatre can seat a maximum of **250**, although on occasion, certain seats may need to be removed for other purposes (e.g., camera position, sound desk). A seating plan is available upon request from the Theatre Technician or Theatre Manager.

Get In Access and Parking

Raised access from car park at the rear of the building via two dock doors, with an electric hoist up to stage level (SWL 250kg). There is a backstage staircase which can also be used for the Get In.

There is a small private car park at the side of the theatre for vehicle access. Visiting companies can request parking for up to 2 cars.

Stage

The stage can be divided into two main areas – the forestage ‘thrust’ and the rear-stage upstage of the proscenium arch.

The stage is wood, covered with hardboard and painted black. Fixing or drilling is not usually permitted. The back wall is painted black.

Dimensions

All ground measurements are accurate to within 0.1m unless stated.

All height measurements are approximate.

Width of proscenium opening = 8.7m

Width of forestage area = 14.0m

Width of rear-stage area = 8.7m (approx)

Depth of stage from setting line to back wall = 7.4m

Depth of forestage from setting line to proscenium = 3.1m

Depth of rear-stage from proscenium to back wall = 4.3m

Height of proscenium opening = 4.0m

Height of forestage from floor to lowest fixed obstruction = 4.7m

Height of rear-stage from floor to lowest fixed obstruction = 4.1m

Height of rear-stage from floor to grid = 6.6m

Maximum ‘out-dead’ of fly bars = 6.1m (approx)

Height of rear-stage wings from floor to ceiling = 4.3m

Dock Get In door = 2.2m (W) x 3.5m (H), with 0.3m step.

Trapdoor from dock up to stage = 2.0m x 1.2m (approx)

Width of staircase from ground-floor to stage = 1.0m (approx)

Steeldeck and Rostra

Steeldeck heavy-duty rostra: –

8 x Steeldeck 6' x 4'

4 x Steeldeck 3' x 4'

Legs are available at 1', 2', 3', 5', 6', 7' and 9' (bracing required above 5'). Exact numbers to be advised. A small stock of handrails for the Steeldeck are available. There is a stock of scaffolding pipe available, as well as various clamps.

Various wooden blocks, step units, etc. may also be available by request.

All staging is available with prior consultation, and subject to availability.

Access Equipment

Tallescope (currently unavailable).

Zarges ladders.

Flying

There are 10 manually operated bars over the rear-stage area, tied-off on the fly-floor (S.R.).

Full-height flying is not possible, as per dimensions above.

The lighting bars over the rear-stage are operated on winches. The lighting bars over the forestage are fixed. The curtain tracks are fixed and cannot be moved.

There is an up/downstage bar hung S.L. for leg cloths. This is tied-off on stage level (S.L.). On S.R. the legs are tied directly to the fly-floor.

There is a powered projection screen hung immediately in front of the proscenium.

Tabs and Masking

Main House/Front Tabs – red; winch-operated from D.S.L. wing.

Proscenium traveller – black; winch-operated from D.S.L. wing.

Mid stage traveller – black; hand-operated from S.L.

Upstage traveller – black; hand-operated from S.L.

Black masking legs at sides of stage.

LIGHTING

For most periods of incoming work, a pre-rig will be planned to accommodate as much as possible during the season. Please contact the Theatre Manager and Theatre Technician for more information.

Zero 88 FLX S24 fully programmable control console.

- 4 x Zero 88 24-10i Chilli Dimmers (Racks 1 – 4)
- 1 x Zero 88 Install 6 Dimmers (Rack 5)
- 2 x Zero 88 12-10HF Chilli Dimmers (Racks 6 & 7) (not yet available)
- 1 x Zero 88 12-10i Chilli Dimmers (Rack 8)

These are hardwired to outlets in the Theatre as follows:

Rack 1	Circuits 1 – 24 (Bridge)	Phase L1
Rack 2	Circuits 31 – 40 (Lx 1) and 43 – 54 (Lx 2)	Phase L2
Rack 3	Circuits 55 – 62 (Lx 3) and 67 – 74 (Lx 4)	Phase L3
Rack 4	Circuits 79 – 96 (Dips)	Phase L3
Rack 5	Circuits 25 – 26 (Bridge)	Phase L1
Rack 6	Future non-dim circuits	Phase L1,2
Rack 7	Future non-dim circuits	Phase L3
Rack 8	Houselights, Backstage lights and working lights	Phase L1,2,3

The house lights, backstage blues and working lights are controlled through a ChilliNet control system. Panels for controlling house lights are in the control room, in the SR wings, and on the landing by the main entrance. Panels for controlling blues and working lights are in the control room, in the SR wings, and at the bottom of the backstage staircase.

DMX is available S.L. and on the F.O.H. bridge. A DMX 'return' to the Control Room is located S.L. There is a limited stock of DMX cable (5-pin XLR).

Lantern Stock

<i>Qty.</i>	<i>Lantern</i>	<i>Wattage</i>
Profiles		
11	CCT Silhouette 30	1kW
1	CCT Silhouette 30	2kW
2	CCT Silhouette 15	1.2kW
2	Strand Prelude 28/40	650W
7	Source 4 Zoom	750W
Fresnels (all with barndoors, unless stated)		
1	Strand Quartet F.	650W
7	Seleconaciam Fresnel	650W
6	Strand Patt. 743	1kW
3	Berkey Colortran 6" F.	650W
Parcans		
19	Par 64 (CP62/61)	1kW
5	Showtec Par 64 Short-nose/Floorcan (CP88)	500W
10	ETC Source Four PAR (4 lens options)	575W
Floods		
3	CCT Minuette flood	500W
LEDs		
14	LED COLORado 2	

Also available:–

8 x Par 16 'Birdies' (50W)

Special Effects (not to be connected to a dimmer)

2 x UV Cannons, 400W

2 x UV Tubes (rigged to F.O.H. bridge)

2 x Strobe

1 x Mirror Ball (without spinning function)

4 x Pinspots

There is usually a semi-permanent rig in place. This can be changed to some extent, with prior consultation.

There is a limited stock of 15A extension cables, and various jumpers and adaptors available. Some lanterns listed above may not be available, due to other events in the school. Various additional equipment may be available from other school stock, including truss, wind-up stands, multicore cable (Socapex), etc.

There is a stock of gobos and holders available by request.

Colour gel is dependent on what is available from stock. In most cases, gel can be provided in advance, and will be re-charged per sheet.

The control desk can be relocated to the auditorium for plotting and rehearsals (depending on configuration).

SOUND

The standard sound mix position is within the control room where there is a very limited view from a small window, therefore a CCTV system is used which is also used for audio monitoring. This is sufficient for most shows, however some engineers may prefer to be relocated to the back row of the Auditorium. For this, a small number of seats are taken off sale and this must be notified at the point of contracting, prior to the show going on sale.

Consoles and Control

Yamaha TF5 mixing console
 – 16 mic/line inputs, 2 stereo inputs, 4 groups/outputs, stereo/mono master output, 6 auxiliary outputs, 2 stereo ‘returns’.

Speakers and Amplification

2 x Behringer loudspeakers – located above proscenium for main P.A., fixed.
 2 x Shermann loudspeakers – located rear of the auditorium for additional P.A., fixed.
 1 x Shermann GX-208 loudspeakers – located on stage, moveable.
 1 x Behringer Europower EP2500 Power Amplifier (installed)
 2 x HH MX-series amplifiers (installed).

Wireless Microphones

4 x Sennheiser Evolution (G2/300-series) radio mic channels (UHF), with remote antenna and distribution system, available as follows:-

<i>Chan.</i>	<i>Frequency</i>	<i>Mic. Type</i>
1	830.100 MHz	Belt-pack/Tie-clip <i>or</i> Handheld
2	830.500 MHz	Belt-pack/Tie-clip <i>or</i> Handheld
3	831.100 MHz	Belt-pack/Tie-clip
4	831.800 MHz	Belt-pack/Tie-clip

Other licensed frequencies available at this location: -

- 5) 832.350 MHz
- 6) 833.300 MHz
- 7) 834.500 MHz
- 8) 835.300 MHz
- 9) 836.400 MHz
- 10) 836.900 MHz
- 11) 837.800 MHz

Unrestricted frequencies available:-

- 1) 863.100 MHz
- 2) 863.500 MHz
- 3) 864.300 MHz
- 4) 864.900 MHz

Wired Microphones

8 x hand-held vocal mics (with stands available)
 2 x Crown PCC160 PZM ‘float’ mic.
 2 x handheld radio mics
 1 x 4-way active D.I./stereo mixer unit.

There is a limited stock of XLR and other audio cables and adaptors available.
 A microphone is available in the S.L. wing for off-stage voices or announcements.

There is a facilities trap D.S.C. with 6 x XLR tie-lines to S.L. (Usually, 2 are patched to the mixer, 2 are patched to Ring 'B' of the Comms system, and 2 are available at S.L. for various uses).
The main Stage Box is located in the S.L. wing and has 10 x XLR lines to the Control Room, plus various other connection points. There is also a 10-way audio multi-core running from S.R. to S.L.
There is a mobile stage box S.L. with we input cables that communicate to our Control Room via ethernet. This box is where the receivers for the wireless mics live.

Additional Equipment

As part of an additional portable P.A. system, there is a Soundcraft PowerStation mixer-amp, two extra loudspeakers (with stands), and 8-way multicore available if required.

VIDEO/PROJECTION

Sanyo PLC-XP46 projector (installed in Control Room).
The screen is hung immediately in front of the proscenium. The image can also be adjusted to project onto the stage back wall (cyc).

EFFECTS

Please consult first if you wish to use any special effects.

Smoke

- 1 x Rosco 1600 fog machine (with remote).
- 2 x Martin Magnum 800 fog machines (DMX-controlled)

Pyrotechnics

We do not currently offer pyrotechnics.
Warning notices should be clearly displayed if using special effects, such as strobe lighting. Ideally, similar warnings should also be printed in the programme.

STAGE MANAGEMENT

The stage management position is in the S.L. wing with; tables, tablecloths and chairs available for general use around the stage.

Power

There is limited power available for on-stage use. There is 1 x 13A socket per side; S.L. of which is used for Stage Management power. There is also another point in each downstage wing, for working lights, props tables, etc.

There is a facilities trap D.S.C. with 2 x 13A power, a network point (internal use only), and 6 x XLR tie-lines to S.L.

Comms and Show Relay

A Tec-Pro system is installed, with Ring 'A' feeding show relay loudspeakers in the dressing rooms (also used for backstage calls), and Ring 'B' to the technical headsets. The Master Station is located on the Stage Manager's desk.

Show Relay comes via the sound mixer to the Master Station and is fed to both rings.

Permanent headset stations are located in the Control Room for Lighting and Sound, with further temporary stations available at: D.S.C. (for use during plotting and rehearsals etc); D.S.L. wing (curtains); fly floor; F.O.H. bridge; and an additional point in the Control Room. All points can be 'daisy-chained' for additional stations.

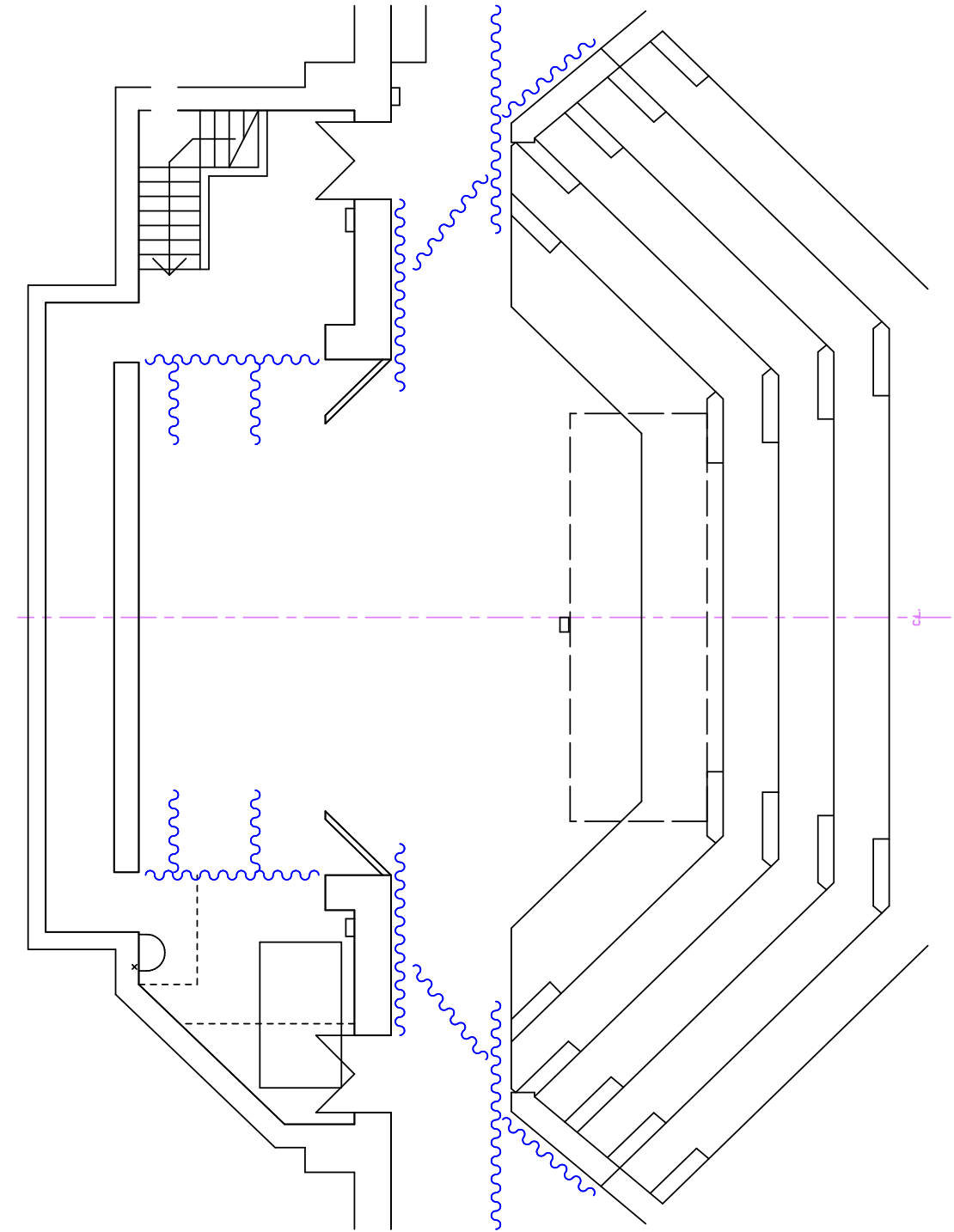
SAFETY

Fire Safety Rules

- No smoking is allowed anywhere in the building.
- No naked flames are allowed on stage.
- Special effects, such as pyrotechnics or smoke machines, must only be operated under the direct control/supervision of the Duty Technician.
- All scenery and materials must be fully flame retardant, according to the regulations for an open-stage.
- **All electrical equipment must be Portable Appliance Tested (P.A.T.) and carry documentary evidence of the test having occurred within the recommended period.**
- Escape routes (fire exits, aisles, doorways, lobbies and staircases) must be kept clear of obstructions at all times.
- Fire doors must not be left wedged open.
- All personnel must make themselves aware of the Fire Exits and read the Fire Action notices (displayed around the theatre).

GROUNDPLANS AND IMAGES

Macready Theatre Groundplan



LOCATION AND LOCAL AREA

About Rugby

Rugby is a market town in eastern Warwickshire, England, close to the River Avon. Macready Theatre can be found next door to Pizza Express, at the top of town centre where a variety of shops, cafes, pubs and restaurants can be found.

Macready Theatre sits opposite The Rugby School, which offers tours of its historic and beautiful buildings.

Where to stay

Rugby has a variety of accommodation types and locations to suit a range of budgets, from hotels and guesthouses, to rented accommodation and local digs. Below is a list of accommodation recommended by Macready Theatre.

Draycote Hotel & Golf <https://draycotehotel.co.uk>
01788 521800

Travelodge Rugby Central <https://www.travelodge.co.uk/>
08719 846449

Premier Inn North (Newbold) <https://www.premierinn.com/>
0333 321 8457

Digs List

Our digs list is available on request. We generally recommend digs accommodation for extended runs only.

How to Find Macready Theatre

On Foot

Macready Theatre is located at the top of High Street, just a five-minute walk from town centre.

Driving

Postcode for Satnav CV22 5EJ

We are located on the corner of Lawrence Sherriff Street and Little Church Street, opposite Old School House, Rugby School.

Details on parking in section 2

Public Transport

Rugby Railway Station is located 1 mile away on Mill Road.



CONTACT US

Theatre Manager:

Bookings, contracts & general information

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Theatre Technician:

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