

Information Handbook 2023

Creative Team & Supervisors

Teacher	Role	Items / Groups	Contact
Jennifer Pedder	Creative Director Head of Department	Chamber Choir Bassline	jpedd12@eq.edu.au
Libby Carrigan	Technical Director Tech Crew Coordinator Drama Teacher	Senior Drama Performance	ecarr1@eq.edu.au
Brigid Bond	CDC Coordinator Dance Teacher	CDC: Jazz & HipHop	bbond54@eq.edu.au
Peter Cooke	Fashion Show Coordinator Set Design Visual Arts Teacher	Art Gallery Fashion Show	pcook9@eq.edu.au
Michelle Drake	Main Stage Manager Visual Arts Teacher	Art Gallery	mdrak24@eq.edu.au
Simon Foster	Symphony Orchestra Conductor Instrumental Teacher	Symphony Orchestra	sfost109@eq.edu.au
Jordan Hart	Festival Stage Manager Visual Arts Teacher	Art Gallery	jhart259@eq.edu.au
Christine Jabs	Symphonic Wind Ensemble Conductor Instrumental Program Coordinator	Symphonic Wind Ensemble Symphony Orchestra	cjabs1@eq.edu.au
Julianna Kim	Instrumental Strings Teacher	String Quartet	jkim270@eq.edu.au
Anna Ringrose	Hospitality Coordinator Drama Teacher	Junior Drama Performance	aring31@eq.edu.au
Brendan Schick	Big Band Conductor Instrumental Teacher	Big Band	bschi37@eq.edu.au
Hannah Wallace	Melodia Choir Conductor Music Teacher	Melodia	hwall106@eq.edu.au
Shane Weatherby	CDC Coordinator Dance Teacher	CDC: Contemporary	sweat15@eq.edu.au
Angie Wilkin	Festival Stage Manager Film, Television & Media Teacher	Short Films	awilk13@eq.edu.au
Anthony East	Film and Live Feed		aeast88@eq.edu.au

What to do if you don't know something?

Check this booklet for information

If the information is not in the booklet, then...

Ask other people who are also in your group/performance.

If no-one in your group/performance knows then...

Rehearsal Schedule – Week 7

Date & Time	Where/What	Acts Rehearsing		Teachers Attending	
Tuesday 22 August 3.00 – 5.00pm	Hall Sitzprobe: Rehearsals & full run through of Eine Kleine & Bohemian Rhapsody	Instrumental	Vocalists Chamber Choir Melodia Bassline Featured vocalists	Brigid Bond Libby Carrigan Simon Foster Christine Jabs	Juliana Kim Jennifer Pedder Hannah Wallace Shane Weatherby
Wednesday 23 August 11.00am – 3.00pm	Hall Wandelprobe: Rehearsals of entire program with blocking and integration of all acts	All acts	String QuartetCDCDrama Group(s)Concert BandStrings	Brigid Bond Libby Carrigan Michelle Drake Simon Foster Christine Jabs	Jenn Pedder Anna Ringrose Brendan Schick Hannah Wallace Angie Wilkin
Wednesday 23 August 3.00 – 4.00pm	F-Block Blocking & technical for festival stage			Libby Carrigan Peter Cooke Jordan Hart	Jenn Pedder Angie Wilkin
Thursday 24 August 1.00 – 3.00pm	Hall Sound & lighting set-up			Libby Carrigan	Jenn Pedder
Friday 25 August 8.00am – 4.30pm	Hall Final rehearsals 2 x full run- throughs Whole cast meeting	All participants		Jenn Pedder Hannah Wallace Christine Jabs Brendan Schick Libby Carrigan Brigid Bond	Angie Wilkin Anna Ringrose Jordan Hart Michelle Drake Peter Cooke

Friday Schedule

Time	Rehearsal	Notes
8.00am	Students arrive, change into costumes, warm-up as necessary	This rehearsal is compulsory for all students performing.
8.45am	Students go to form class to be marked present before returning immediately to Hall	All students are to arrive and depart from school in uniform.
9.00am	'Dry run' of whole show	 Students are to go directly to the Hall to be marked present.
9.30am	Finale rehearsal	 Dance and Drama students are to utilise the bathrooms in the Hall to change into costume. All other students will be in school uniform.
10.00am	Act One rehearsal	When not performing and/or rehearsing students will remain in the Hall – students are not to be outside of
11.25am	Morning Tea	the Hall or throughout the school without the explicit permission of a teacher. Breaks are provided as per the normal school day
12.00pm	Act Two rehearsal	schedule – access to the canteen is still available at breaks.
1.00pm	Lunch	Students with instruments are welcome to leave them in J2 overnight so they are ready for Saturday.
1.30pm	Full show dress rehearsal	 Standard expectations for behaviour and effort apply throughout the entire day.
4.00pm	Whole cast meeting	
4.30pm	Students depart	

Saturday Schedule

Time	Rehearsal	Notes	
From 10.00am	Hall, festival stage, art gallery and hospitality set-up	Festival stage performances will likely begin before the show finishes – should set	
11.30am	Art Gallery set-up Main show students arrive and move into holding areas for costuming & warm-ups	the scene for attendees to move to F-Block area as they exit Hall. Students must be in allocated rooms by the	
12.30pm	Doors open for the first show All performers to be in allocated holding rooms	 time doors open for each show. Allocated pack-up roles can be found at bottom of document. 	
1.00pm	Matinee show commences– follow run sheet		
3.00pm	Matinee show concludes – attendees move through to Arts Gallery and/or Festival Stage Festival Stage performances begin		
5.15pm	Main show performers to move to allocated holding rooms for warm-ups		
5.30pm	Doors open for the second show All performers to be in allocated holding rooms		
6.00pm	Evening show commences – follow run sheet		
8.00pm	Evening show concludes – attendees move to Arts Gallery space for tea/coffee Students to pack down Hall as per allocated roles		
9.30pm	School lock-up		

Main Stage - Run Sheet

		Act	Item(s)	Location of Act	Costuming	Notes
		Welcome & Housekeeping- Jenn Pedder		Stage		Phones, toilets, exits, courtesies, doors closed during performances
	1	Big Band	Dancing in the Street The Power of Love	Stage	Instrumental	Risers Featured vocalists Dancers enter on stage (~1min)
	2	Bassline	White Winter Hymnal The Pirate Song	Stage / front of curtain	All Black	
	3	9/10 Drama	Masked Identity by Charlotte Cosier	Stage	Student choice	Basic props – students will manage
9	4	Visual Art: Morgan Davidson	Video: Balance 2023	Screens / podium		Projection & Audio Piano wheeled out behind curtain during item
Act One	5	Symphonic Wind Ensemble feat. George Yao Min Elsom Wang	Dreamsong Celebration Tribalesque	Floor / Stage	Instrumental	Performance piano on stage
Ā	6	Symphonic Wind Ensemble feat. Lauren Hallawell & Amy Heidrich	The Typewriter	Floor / Stage	Instrumental	Typewriter onto stage (Kendrix) front of curtain Piano move during
	7	FTV Film: Gabby Bernadas	TBC	Screens / podium		Projector & Audio
	8	Melodia	The Scientist The School Song	Stage		Risers
	10	FTV Film: Scarlett Zanchetta	TBC	Screens / podium		Projector & Audio Dancers move during item behind curtain
	11	Craigslea Dance Company	НірНор	Stage (start on)		-
	Interval (20 minutes)					
	12	Craigslea Dance Company	Contemporary	Stage (start off)		
	13	Chamber Choir	Choir of Ex-Girlfriends Let the Night Take You	Stage	All Black + props	Rostrums deposited on stage curtains open
	14	FTV Film: Alan Thomas	TBC	Screens / podium		Projector & Audio Dancers move during film
0	15	Craigslea Dance Company	Jazz	Stage (start on)		
Two	16	Visual Arts: Helana Toomalatai	Video: Agai I Iuma (Moving Forward)	Screens / podium		Projector & Audio
Act	17	String Quartet Featured Dancers	Bittersweet Symphony Pachelbel's Canon in D	Stage		Chairs Stands
	19	11/12 Drama Students	The Mechanicals extract from Midsummer Night's Dream	Stage		
	20	Symphony Orchestra	Eine Kleine Rockmusik	Floor / Stage	Instrumental Uniform	
	21	Whole Cast	Bohemian Rhapsody	Floor / Stage	Instrumental Uniform	Piano on stage Dancers in aisle / back from Seb's solo

Festival Stage - Run Sheet

		Act	Item(s)	Items Needed
1	3:00pm	Flynn Molloy	TBC	Keyboard
2	3:15pm	Lilly Ross	ТВС	Classical Guitar 2 x Microphones (1 x vocal, 1 x instrumental)
3	3:30pm	Joseph & Hannako	Toxic	Keyboard Acoustic Guitar 2 x microphones (1 x vocal, 1 x instrumental)
4	3:40pm	Heidi Krebs, Shein Do, Bridget Cheshire & Jamie	Shallow	Backing track 4 x microphones (all vocal)
5	3:45pm	Jocelyn Lawrence	ТВС	Guitar 2 x microphones (1 x instrumental, 1 x vocal)
6	3:50pm	Cyrine Mardini & Claire Ye	Love Story	Piano/keyboard 1 x microphone (vocal)
7	3:55pm	Aspen Menerey	Keane Somewhere Only We Know	Backing track 1 x microphone (vocal)
8	4:00pm	Fashion Show		Backing Tracks
9	4:10pm	Morgan Davidson	Moon River Lovely	Backing track 1 x microphone (vocal)
10	4:15pm	GA	Highway to Hell Bari Sax Blues Just the Two of Us	Guitar Bass Guitar Drumkit 2 x saxophones 2 x amps (guitar and bass guitar), 2 x microphones (2 x instrumental)
11	4:25pm	Thomas Beardmore & Ephraim Paul	Happy TBC	Drumkit Acoustic Guitar 2 microphones (1 x vocal, 1 x instrumental)
12	4:40pm	Zane Lai & Dom Fern	Bari Sax Duets	2 x microphones (instrumental)
13	4:50pm	Aliya, Gabby, Amelie, Jeshurun	Jeshie's Girl Until I Found You Everlong	Guitar Bass Guitar Drumkit 2 x amps, 2 x microphones (vocal)
14	5:00pm	Seb Colman	You Got a Friend in Me Blackbird Fast Car	Acoustic Guitar 2 x microphones (1 x vocal, 1 x instrumental)
15	5:15pm	Magsen Pama, Xavier King, Amogh, Evelio, Andrew Vernoff	Don't Stop Me Now Radio Ga Ga	Drumkit Violin Trombone Piano Clarinet 4 x microphones (1 x vocal, 3 x instrumental)
16	5:30pm	George Elsom Wang	ТВС	Keyboard
17	5:45pm	Muzac from tech crew to usher people to main show for 6pm start		

Room Allocations

J1	J2	J3	J4	H1/H2	H3/H4 (H4 as female dressing room)	
Holding / Green Room	Big Band Symphonic Winds Concert Band	Melodia Film Students	Chamber Choir Bassline	Strings (orchestra) String Quartet	CDC Drama Students	
All acts to muster	Students in Charge					
here at the end of two acts before their own.	Luke Jennings & Lauren Hallawell	Thisari Wijesinghe & Ava Williams	Aspen Menerey	Reuben Colman	Dance: Charlotte Storey & Chloe Mortimer Drama: Scarlett Zanchetta	
	✓ Screen for livestreaming	✓ Screen for livestreaming	✓ Screen for livestreaming	✓ Screen for livestreaming	✓ Screen for livestreaming	
	108 Students	35 students	20 students	60 students	30 students	

Expectations

- Be where you are supposed to be If you are not performing you are in the room assigned to your group (detailed above).
- Pay attention to the livestream You must move down to J1 as the act two in front of you exits the stage.
- Respect our audiences Keep silent when moving through the school so as not to disrupt the performances in the Hall.
- **Keep your areas tidy** Do not leave rubbish lying around and keep your equipment neat and tidy within your rooms.
- Pack up at the end of the night Chairs, stands, props etc. all need to be packed away at the end of the night.

End of Night Pack-up Duties

Everyone is expected to help with the pack-up. The jobs list is as follows:

Group	Duty	What's Involved
		Pack down and put away all set items and visuals from stage and surrounds.
Choirs	Set	Pack away choir risers.
	Set	Pack away piano under direction of Ms Pedder or Mrs Wallace.
		Move any additional instruments from stage to J1.
Symphonic Wind		All chairs and stands down to J2.
Ensemble	Orchestra pit chairs & stands	Collect all fabric banners from stands.
		All instruments returned to storage and/or J1.
Concert Band		Move seating so that chair storage slides under stage can be pulled out.
		Stack seating on slides.
String Players	Audience seating	Return slides under the stage.
CDC	, tautioned educing	Stack/pack away any extra seating used - plastic chairs from J3/J4 to be returned, extra instrumental chairs down to J2.
Drama Students		Pack down mini stage from pit and return to J2.
Tech Crew	Technical gear	Pack away all leads, microphones, headsets etc. under the direction of Mrs Carrigan.
Film Crew	Filming gear	Pack away all cameras, leads, stands, chairs, lighting rigs etc. under the direction of Ms Wilkin.