

ARRANGEMENTS FOR MAHLER 2 in CITY HALL 19 MARCH 2023

Health and safety

- Do not attend the concert if you have symptoms of Covid.
- Don't use breakable vessels in dressing rooms; store and carry hot drinks safely.
- No drinks on stage during the performance, even in bottles – the thud if they fall down from the risers will be very loud!
- Take care not to drop music or drinks bottles between the choir risers as they will be very difficult for City Hall staff to retrieve.
- Keep belongings out of thoroughfares, especially in restricted areas.
- Take care when using the stairs and steps to the stage.
- Make sure you know the emergency evacuation procedure (below)

Emergency Evacuation

In the event of an emergency, a continuous alarm will be sounded, and we will be directed out to:

- **Fire** - War memorial on Barker's Pool
- **Bomb** - Devonshire Green

Follow the directions of marshals and leave in an orderly fashion. Do not try to retrieve belongings.

Concert programme and running times

- 18.00 Pre-concert talk: Trisha Cooper with Alex Burns and George Nicholson (30 mins)
- 19.00 Young Composer Competition. Approx. 40 mins.
- 19.40 Short break while the competition party leaves the stage and orchestra enters. Competition party seats to be re-positioned for orchestra.
- 19.45 George Morton enters, takes position on rostrum, conducts movement one (c. 23 mins)
- 20.08 Short pause while soloists enter and take their seats at front
- 20.10 George Morton conducts rest of symphony (c. 67 Mins)
- 21.17 End

Rehearsal times

- 14.00 - 15.20 orchestral rehearsal
- 15.20 – 15.40 break, choir enter
- 15.40 – 16.20 tutti rehearsal
- 16.40 – 17.10 orchestra leave quietly, choir rehearse competition pieces

Car Parking

- Apologies but there is no parking for anyone but instrument vans, please use public transport or city centre car parks, see <https://www.sheffield.gov.uk/parking/city-centre-car-parking>
- Pre-book your parking and get 35% off at the Q-Park on Rockingham Street using code: **CITYHALL35** <https://www.sheffieldcityhall.co.uk/Q-Park-Rockingham-Street>

Getting into (and out of) City Hall

- Orchestra and choir members will have access from around 13.00 by the main front doors
- Please tick against your name or number at the tables in the foyer. There will be a table for each group.
- Please collect and wear a wristband. This signifies that you have signed in and do not need a bag or ticket check.
- There will be very little space on stage for bags and coats, so please take these to the dressing room (see below) before going on stage for the rehearsal. Allow a good 10 to 15 minutes to get there and back in time.
- To get to the basement dressing rooms take the lift from the foyer all the way to the bottom. Or walk along the curved corridor behind the auditorium in the direction of the stage, then through

ARRANGEMENTS FOR MAHLER 2 in CITY HALL 19 MARCH 2023

the double doors. Continue forwards, passing through three sets of double doors to reach the stairs going down to the basement.

- If you leave the building to have a meal or a drink after the rehearsal, exit via the main front door, signing out as you go. This is most important, otherwise, emergency services would search for you (in vain) should the building have to be evacuated during your absence.
- Re-enter by the Stage Door, which is round the back of the City Hall on the right-hand side as you face the building once round the back, down a short flight of stairs. There's a bell on the right if the door is closed.
- Try to take the most direct route onto the stage, even if this takes you onto the wrong side. It's better to cross the stage in front of the organ if that's quicker and more direct than the backstage route along stairs and corridors.
- The Stage Door staff are very friendly and helpful, and members of Sheffield Philharmonic Chorus tend to know their way round so just ask if you get lost.

Dressing rooms

- There will be signs at the stage door and on main thoroughfares, please just ask if you get lost
- Individuals with poor mobility – Dressing room 4. This is up a short flight of stairs stage left, ie on the same side as the altos and basses, but once there you are at choir riser level. Unfortunately it's quite a walk to get there and you may prefer to use the lift to and from the basement.
- Choir men – South Hall in the basement
- Choir ladies – North Hall in the basement
- People can eat packed teas in their dressing rooms but please leave them as you found them and take your rubbish home

Toilets

- There are toilets in the basement corridors and in the corridors at Stage Door level, including a fully accessible toilet
- We have asked that the auto-lock on the doors from backstage to the auditorium are switched off, so that you can use the nearest auditorium toilets. However, there is no guarantee that the auto-lock will be over-ridden, so these access doors may lock and you will face a long walk back round the outside of the building and in via the Stage Door.

Choir seating (see plan)

- Please be in position on the stage for the tutti rehearsal by 15.35 at the latest
- If you arrive on stage before 15.20, please be silent as the orchestra will be rehearsing
- Please sit in voice part blocks in accordance with the seating plan, tall people towards the back and edges
- Your place at the rehearsal is your place for the concert but be prepared to move if adjustments are required to ensure good sightlines for everyone. Only move inwards if a space opens up due to an unforeseen absence.
- Choir members with poor mobility should sit either on the organ risers or on the back row – please follow instructions at rehearsal

Concert dress

- No perfume or after shave please – there are people with allergies
- Choir ladies: plain black long-sleeved top with modest neckline (T-shirt and plain cardigan is fine), plain black long skirt or trousers (no jeans, leggings, skin tight trousers or crop pants), black shoes and socks or tights
- Choir men: black DJ or jacket, unbuttoned, white shirt, black bow tie, black socks and shoes
- Music in black folder

ARRANGEMENTS FOR MAHLER 2 in CITY HALL 19 MARCH 2023

Concert programmes

- You will be given a programme on the day, free of charge

Pre-concert talk

- BBC Radio's Trisha Cooper is hosting a pre-concert talk on stage at 18.00
- You are welcome to watch, from the choir seats or from the balcony or rear circle (but take care not to get in the way of audience members or Front of House staff – best to be in concert dress)
- Trisha will talk to Professor George Nicholson (Head Judge) about the Young Composer Competition, and to award-winning blogger and SPO trumpet-player Alex Burns about the Mahler 2

Entry onto the stage for the concert

- Take your places on the stage informally, in your own time.
- If you are happy with the long wait, you can start to take your on-stage seat any time after 6.30pm, but please be in your seat, with your music, by 6.50 at the latest.
- Orchestra will not be on stage in the first half; remain seated for the prize-giving
- Stand up to sing the competition pieces when Darius Battiwalla enters
- Stay still after each competition piece – don't move to the second work, or to close your folder, until there's been some applause

Stage protocol

- Stand when the conductor comes on, as the orchestra does.
- When the pieces end, stay very still, then lower scores together when the applause starts.
- Sit when the conductor leaves, stand when he asks us to do so. Sit when he leaves again.
- Don't applaud while standing – it's okay to applaud when soloists or conductors come back on for their second bow.
- Everyone will need to project with confidence and energy, given the City Hall's very dry acoustic. Ignore the fact that it sounds like you and a few around you are the only people singing; be confident and sing out - unless it's meant to be piano of course.
- The same dry acoustic makes it more difficult to hear other voice parts, so watch the conductor like a hawk – you won't get the level of sound cues you may be used to.
- Keep still when not singing – don't cause a distraction, as we are in full view of the audience.

Getting off stage and out of the building after the concert

- File off stage row by row, starting at the back
- Move along corridors etc as quickly as you can so you don't create a blockage – chat about how great it was when you reach the dressing room!
- Check that you have everything with you if you are going straight home
- Leave via any exit, and there's no need to sign out
- If you have a ticket for the after party, you may leave your bags etc in the dressing room
- There's no need to get changed for the after party, though you can if you like of course

After party

- Two free tickets per person, but you must book:
<https://buytickets.at/sheffieldphilharmonicorchestra/748305> Password: **classicalsheffield**
- Your name will be checked against the guest list at the door
- Please keep your wristband - security staff will be looking for these for entry, otherwise you will need to show your printed or e-ticket, so please have it with you.