

**CHRISTMAS CAROL CONCERT****Saturday 13 December 2025 2:30pm****Sheffield City Hall (Oval Hall), Barker's Pool, Sheffield. S1 2JA**

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**Tuesday 9 December 2025**7:00-9:00pm **Birkdale School (Senior School)** Piano RehearsalHeeley Hall, Oakholme Road, Sheffield S10 3DH

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**Saturday 13 December 2025**

12:00-1:30pm Sheffield City Hall (Oval Hall) Tutti Rehearsal

**2:30pm Sheffield City Hall (Oval Hall) CONCERT**

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**Registration on Saturday 13 December 2025**

Please enter via the main front entrance to Sheffield City Hall (SCH) on Barker's Pool and register at the desks in the foyer by scanning in/signing in and obtaining a wrist band. It is your responsibility to ensure that your presence has been registered.

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**Dressing Rooms**

**Female Dressing Rooms** – DRs 5 & 6, Barbirolli Suite, South Hall. **Male Dressing Rooms** – Vincent Harris Suite, North Hall. **Accessible Gender Neutral Dressing Room** – DR 4.

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**Seating Plan**

We will have a Seating Plan for all choir items which will be available after the final rehearsal before the concert and on the website.

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**Folders**

Your music should be in your black SPC folder.

**Running Order – SPC items** – a more detailed sheet will be available on the Weekly Update

Ripon Fanfare/DingDong; O Come; Carol of the Bells; The Lamb; Angels We Have Heard On High; While Shepherds; Once in Royal. INTERVAL. Nova, Nova; God Rest You; Sussex Carol; Sleep! Sleep!; Christmas Eve; Barnsley; A Merry Little Christmas; Hark! The Herald; O Holy Night

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**On the Day**

Please make sure that you are fully up to speed with concert arrangements **before** the day of the concert as committee members cannot guarantee to answer queries on the day.

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**Evacuation Procedure & Health and Safety Information**

- In the event of an emergency please follow the directions of marshals and leave in an orderly manner. Do not try to retrieve belongings
- Do not attend if you have symptoms of COVID, 'flu, a heavy cold or uncontrollable cough
- Please take your own drinks but don't take them on stage during a concert
- Don't use breakable vessels; store and carry hot drinks safely
- Keep belongings out of thoroughfares, especially in restricted areas
- Take care when using stairs and steps
- Please stick to the prescribed areas

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**SUMMARY OF CONCERT & PLATFORM PROCEDURE****Concert Dress/Christmas attire**

- Plain black shirt or blouse with full length sleeve (no lace, mesh, patterns or sequins)
- Smart black long tailored trousers (no jeans or leggings) or full length formal skirt for women
- Black socks or black or neutral pop-socks or tights
- Black shoes or ankle boots
- Small black bag (if necessary)
- Discreet jewellery and/or Christmas themed jewellery
- No after shave or perfume
- **No sashes**
- **Black jackets for men and coloured/Christmas themed bowties if possible**
- **Please only turn on illuminated Christmas accessories in the interval for the second half**
- **PLEASE REMEMBER TO BRING YOUR BLACK SPC FOLDER**

**Packed Lunches**

- Please use the dressing rooms to eat packed food. There is extra space for members to eat packed lunches on the balcony and/or circle seats. If you use the balcony and/or circle seats please ensure you take all your rubbish away with you.

**Start of the first half**

- Members should be ready to access the platform **10** minutes before the concert **and drift on**
- Do not talk once the orchestra/band start tuning
- Stand once the conductor reaches the podium
- Open folders as the conductor turns to start the concert

**End of first half**

- Once the applause starts return your folder to your right-hand side
- File off from the back after the conductor has left the stage
- Sherry and mince pies will be served as usual in the Production Corridor

**Start of the second half**

- Return to the stage and follow the protocol from the beginning of the first half

**End of the concert**

- Return folder to right-hand side once the applause starts
- Sit once the conductor leaves the stage for the first time
- Stand when prompted by the conductor
- Do not applaud Darius as he is representing the choir
- Once the conductor has left the stage for the final time file off from the back
- Please help to take down the Christmas decorations if you are able. Many hands and all that...
- Please join members of the chorus for a well-earned post-concert Christmas drink in The Fargate pub at the top of Fargate