

### **School Preparation:**

The Road Show does require assistance from members of your school to provide a safe and controlled environment to entertain and educate your students. Below is a list of requirements needed in preparation for the show:

- a. A site visit at least one week prior to the performance will be required to ensure the staging area or demonstration space meet safety criteria:
- b. Staging area should be able to accommodate two (2x) two-meter folding tables with nearby electrical outlets, plus one additional small folding table.
- c. Require access to the staging area a minimum of 1.5 hours prior to demonstration start, with at least 30 minutes to prep between shows.
- d. Area must have access to fire exits and remain clear of obstructions.
- e. Area must have access to a water source, such as a bathroom sink.
- f. Students should be controlled by teachers or administrators and not allowed to enter the staging area. Students and spectators should also not be directly on the right or left of the staging area.
- g. The shows should be performed in your auditorium or large assembly area in order to maximize the number of students, as long as safety measures and safety exits are kept clear.
- h. Access to a loading/unloading area with access to the staging area.

### **On the Day of the Show:**

On the scheduled day, there are a few essential points that are necessary for the setup from your end:

- 1) Informing security of our visit in advance.
- 2) Providing handymen (at least 2) to help with the unloading of the equipment and delivering it to the staging area upon our arrival approximately 1 hour prior to the start of the show.
- 3) Providing handymen (at least 2) to help with delivering the equipment back into the van at the end of the show.
- 4) Reserving a parking spot for our van at the entrance nearest to the unloading of the equipment and preferably closest to the venue.

Please confirm the above points and provide us with your school details by filling in the Road Show Requirements form to ensure for a smooth preparation and a great experience for your students.