

EDUCATION @ THE GLASSHOUSE

PLANNING YOUR VISIT

In an effort to make the most of your time at the Glasshouse, please consider this information before and during your visit.

GENERAL TERMS AND CONDITIONS

TEACHER & STUDENT RESPONSIBILITY

Prior to attending the Glasshouse, we recommend that you discuss behaviour and expectations with students, to ensure.

A supervising adult must accompany students throughout any visit, tour, or performance to actively monitor and manage student behaviour. Unlike museums, works of art are on open display. Whilst Voluntary Gallery Guides and Education Officers are trained in managing groups, it is the teachers responsibility to oversee the general behaviour of individuals and groups, and to intervene when necessary.

AT THE GALLERY

ON ARRIVAL

Teachers should notify the Customer Service Team of their arrival, for all guided tours, workshops, and visits.

DO NOT TOUCH WORKS OF ART

Due to the unique quality and fragility of the works of art, students and teachers must take care not to touch. The Glasshouse guide will discuss the artworks, and why it is so important that they remain untouched. Students should remain at least 1 metre away from the works of art to avoid intervention by the Gallery Attendants.

NO FOOD OR DRINK

Food, drink and chewing gum are not allowed in the Gallery.

NO PHOTOGRAPHY

No photography is permitted. The Gallery is obliged to enforce this regulation so as not to infringe strict copyright rules. Filming and photography of visiting exhibitions is prohibited at all times. Please also turn off mobile phones.

SKETCHING MATERIAL

Only pencils and sketchpads or clipboards are allowed to be used in the gallery space.

IN THE THEATRE / ROSS FAMILY

STUDIO

ON ARRIVAL

On arrival, teachers should approach teachers should approach the Front of House manager for instructions before attempting to enter the theatre.

TICKETS

Glasshouse staff will have your allocated seats mapped out, so there is no need to issue students with tickets.

SEATING

Ushers will seat school groups one at a time as instructed by the Front of House Manager. The Front of House Manager's instructions should be followed throughout your visit to ensure an efficient seating process.

SCHOOL BAGS/BELONGINGS

School bags are not permitted inside the auditorium. There is a limited amount of space for them to be left in the foyer, however ideally they should be left at school. The Glasshouse foyer is a public area, and the Glasshouse accepts no responsibility for any items left in this area.

NO FOOD OR DRINK

Food, drink and chewing gum are not allowed in the Theatre or Ross Family Studio.

ELECTRONIC DEVICES

Please ensure all electronic devices including mobile phones, pagers and laser pointers are turned off. If they do ring, beep or shine in a performance it can be very embarrassing for you and distracting to cast and audience members. Please be aware that it is inappropriate to text message or use your mobile device during any live performance.

PHOTOGRAPHS AND FILMING

Taking photographs and video during a performance **is NOT permitted**, unless otherwise advised by the Glasshouse. If permitted, the Glasshouse will provide clear signage to communicate this at theatre door or studio entry points.

FEET ON SEATS

Please inform students that climbing or putting feet on seats is not permitted. Teachers and students are not permitted to sit or stand in an aisle or doorway, as this poses a safety risk, especially in the low lighting situation within the theatre and studio during a performance.

TALKING OR DISRUPTIVE BEHAVIOUR

Please show consideration for everyone else in the auditorium and resist the urge to talk during the performance. Save something to chat about during the intermission and after the show.

LATECOMER LOCKOUT PERIOD

Students and Teachers should be aware that there may be a latecomer lockout period, in which access back into the theatre may be delayed at the request of the production company. Ushers will allow entry when there is a suitable break in the performance.

COMING AND GOING

Make sure you arrive at least 20 minutes prior to a shows scheduled start time. Delayed arrival makes it difficult to get everyone in and start the show on time. At the completion of the performance, please wait for instructions from the Front of House team. They will allow schools to exist based on the first allotment of buses that have arrived.

RUNNING LATE FOR A PERFORMANCE

Please contact the Glasshouse Box Office on 6581 8888 and a message will be passed on to Front of House.

MORE INFORMATION

Resources

Resources are available to download from the Glasshouse website to assist you with your tour. These include worksheets, activities and Education Kits.

Contact Skye Frost, Education Officer on (02) 6581 8888