

National Institute  
of Dramatic Art

**NIDA**  
THEATRES

# **Parade Theatre**

## **Technical Specifications**

Updated  
October 2015



## **CONTACT INFORMATION**

### **Technical Manager:**

**Chris Dickey**

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### **Assistant Technical Manager:**

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### **Lighting Supervisor:**

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### **AV Supervisor:**

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### **Venue:**

#### **NIDA Theatres Manager**

##### **Monica Scagliarini**

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## **STAGE**

### **Stage Dimensions:**

<b>Width:</b>	Total	<b>28m</b>
	Proscenium	<b>14m</b>
	Rear Stage	<b>8.6m</b>
<b>Height:</b>	Proscenium	<b>16.1m</b>
	Proscenium teaser line 1	<b>Adjustable</b>
	Stage – Grid	<b>20m</b>
	Drift	<b>19.2m</b>
	Rear Stage	<b>8.25m</b>
<b>Depth:</b>	Stage front to setting line	<b>900mm</b>
	Setting line to Line 45	<b>8.6m</b>
	Setting line to Rear Wall	<b>10m</b>
	Pit Front to Line 45	<b>12.4m</b>
	Pit Front to Rear Wall	<b>13.8m</b>
	Rear Stage	<b>6.6m</b>
<b>Stage surface:</b>	6mm Masonite painted black	
<b>Rear stage and wing surface:</b>	Concrete painted black	
<b>Stage rake:</b>	Nil	
<b>Maximum Loading:</b>	7.5 kPa	
<b>Max Point load</b>	4.5 kN	

### **Stage Machinery:**

#### **Orchestra Pit and Stage Extension**

The forestage area may be used for auditorium seating, an orchestra pit or raised to create a thrust stage. Reconfiguration from standard auditorium seating may incur additional labour costs.

#### **Pit Floor Area**

Load capacity		<b>8000kg</b>
Width		<b>10m</b>
Depth	Centre	<b>3m</b>
	Sides	<b>2.3m</b>

#### **Chain Hoists**

There are ten electric chain hoists located Front of House.  
2 of these are dedicated to the Centre Speaker Cluster  
Load Capacity each **500kg**

**Auditorium:**

The Auditorium consists of Stalls and two Gallery levels.

Total	<b>723</b>
Seated incl. orchestra rows	<b>707</b>
Standing	<b>16</b>
Stalls	<b>447</b>
Orchestra rows removable	-50
Gallery 1	<b>139</b>
Gallery 2 seating	<b>121</b>
Gallery 2 standing	<b>16</b>

**Flying Facilities:**

**Fly System**

There are 49 single purchase counterweight fly lines, four of which are Panorama lines

**Fly System Details**

Operating Position	<b>Prompt Side- stage level</b>
Total number of Lines	<b>49 (46-49 are Panorama)</b>
Batten Drift	<b>19.2m</b>
Batten Type	<b>50mmx 75mm steel RHS</b>
Batten Length	<b>18m</b>
Batten Point Load	<b>200kg</b>
Batten W.L.L.	<b>750kg</b>
Cradle Capacity	<b>500kg</b>
Slave Cradle Capacity	<b>250kg</b>

**Drapery:**

<b>*Type</b>	<b>Material</b>	<b>Colour</b>	<b>Width</b>	<b>Height</b>	<b>Quantity</b>
Borders	Verdi Velvet	Black	18m	4m	4
Legs	Verdi Velvet	Black	8m	11m	6
Legs	Verdi Velvet	Black	4m	11m	4
Transverse Borders	Verdi Velvet	Black	12m	6m	2
Soft Teaser	Verdi Velvet	Black	15m	8.5m	1
House Curtain	Verdi Velvet	Black	9m	9m	2
Cyclorama	Leno filled	White	21m	12m	1
Gauze	Sharks tooth	Black	18m	10m	1
Smother	Wool	Black	21m	12m	1

**Stage Covers:**

**Style** Cascade Vinyl Dance Floor  
**Dimensions** 5 rolls @ 2m x 15m  
**Colour** Black  
Hire charges apply

**Access Equipment:**

NIDA Theatres have two single personnel lifters, an Up-right 20' and an Up-right 40'. This equipment is shared by all NIDA venues. Please confirm availability with Technical Manager.

Maximum reach is: UL20'- 6m

**Ladders**

- (1) 3m fibreglass extension
- (2) 4m fibreglass A-frame
- (1) 3m fibreglass A-frame
- (1) 2m fibreglass A-frame extension
- (1) 3.5m fibreglass Brannach platform ladder

**EWP and Ladder Restrictions**

Personnel must be inducted in the safe use of access equipment prior to use. Induction can be provided by venue staff.  
Safety controls must be put in place if a fall hazard exists at heights in excess of 2 metres.  
An induction for this equipment by Venue Staff can be arranged.  
Holding a current EWP (Elevated Work Platform) ticket does not automatically allow access to or use of any of this equipment.

**Loading Dock:**

**Access**

Access to the Parade Theatre is via the Southern Laneway at NIDA and through the scenery workshop area. Arrangements for load-in must be confirmed with Technical Manager prior to bump in. Smaller items of equipment, costumes etc can be brought in via Stage Door Double doors.

**Roller Door Dimensions** 4.8m High  
2.95m Wide

**Double Doors to Venue** 2.26m High  
1.98m Wide

### **Additional Rigging Notes**

The Parade Theatre grid can be accessed via stairs from both the PS and OP galleries. There is also a 1m x 1m Bomb-bay door located in the US OP section of the grid. Personnel requiring access to the grid and galleries must be accompanied by a NIDA Theatres technician.

### **Staging Notes:**

All flown items must be rigged with rated equipment as approved by the Venue Supervisor.

**NIDA Theatres carry a very limited stock of rigging equipment and hardware. Presenters must supply all equipment required to mount a production.**

## **LIGHTING**

### Positions:

#### **Stage LX Bars**

LX bars can be swung to any line set from their standard positions but must be returned to standard at the conclusion of each production.

See hanging plot for standard LX bar locations

#### **FOH Bridge 3**

Setting Line to lighting bar **20700mm 37°**  
 Usable bar width **48mm OD**  
 Notes (21) Selecon Pacific 5.5°-13°, 1000w, rigged as standard.

#### **FOH Bridge 2**

Setting Line to lighting bar **16600mm 50°**  
 Usable bar width **48mm OD**  
 Notes (29) Selecon Pacific 12°-28°, 800w, rigged as standard

#### **FOH Bridge 1**

Setting Line to lighting bar **14000mm 65°**  
 Usable bar width **48mm OD**  
 Notes (4) Selecon Pacific 5.5°-13°, 1000w; (2) Selecon Pacific 12°-28°, 600w; (6) Selecon Pacific 90°, 80v 1200w DMX rigged as standard

#### **Gallery Rail 2**

Setting Line to lighting bar **16300mm 30°**  
 Usable bar width **48mm OD, aluminium extrusion**  
 Notes Maximum load on gallery rail is 35kg/m evenly distributed.

#### **Gallery Rail 1**

Setting Line to lighting bar **15000mm 18°**  
 Usable bar width **48mm OD, aluminium extrusion**  
 Notes Maximum load on gallery rail is 35kg/m evenly distributed

#### **FOH Proscenium Booms (PS & OP)**

Setting Line to Prosc. Boom **12186mm 86°**  
 Distances are to the highest downstage point of boom or perch.  
 Maximum lanterns per boom Maximum (6) Selecon Zoom spots, (2) rigged as standard rig  
 Notes Prosc. boom is 8800mm long. Maximum rigging height is 7400mm. (2) Selecon Pacific 23°-50°, 600w rigged per side as standard

**Box Booms 1 (PS & OP)**

Setting Line to FOH Boom **11350mm 76°**  
 Distances are to the highest downstage point of boom or perch.

Maximum lanterns per boom **6**

Notes Access to these positions is via ladder and all climbers must wear a harness and be attached to the fall arrest device. Personnel must be trained in the use of this equipment

**Box Booms 2 (PS & OP)**

Setting Line to FOH Boom **11679mm 66°**  
 Distances are to the highest downstage point of boom or perch.

Maximum lanterns per boom **4**

Maximum lanterns per boom **4**

Notes Access to these positions is via ladder and all climbers must wear a harness and be attached to the fall arrest device.

**Control:**

Lighting desk **Eos 4K Control Desk, Universal Fader Wing - 2x20**

Control channels **4,000 Outputs/Parameters**

- Signal output interfaces
- **Ethernet (four ports) 802.3af compliant PoE**
  - **ETCNet2**
  - **Net3 (powered by ACN)**

Signal distribution **Three streams of DMX and Ethernet distribution  
 Net 3 Gateway**

**Dimmer Racks:**

**Total Dimmers 300**

**Dimmer Locations**

**(10) 12 way Dimmers located on FOH Bridge 3.**

**(12) Dimmers located on OP Gallery.**  
**(1) Dimmer located on the PS Gallery plus**  
**(2) Dimmers can be placed where required.**

2.4kW Dimmer Racks **(10) State Automation APC Solution Cool 12**  
 (digital) (Front of House)

**(15) Bytcraft APC Solution 12** (digital)  
 (Back of House)

Total dimmers @ 2.4kW per dimmer **300**

**House Lights:**

Independent control

**Strand Lighting GSX 24 Channel**

Control positions

**Control Room by single fader and wall panel,  
DSP proscenium wall, house left entrance, auditorium  
(production desk)**

Fade time adjustable

**YES**

**Stage Luminaires:**

**Profiles**

Make	Model	Angle	Detail / Accessories	Watt	Total
Selecon	Pacific	5.5°-13°	Full set of rotating shutters and gel frames	1000w	<b>25</b>
Selecon	Pacific	12°-28°	Full set of shutters and gel frames	800w	<b>29</b>
Selecon	Pacific	12°-28°	Full set of shutters and gel frames	600w	<b>21</b>
Selecon	Pacific	23°-50°	Full set of shutters and gel frames	600w	<b>50</b>
Selecon	Pacific	90°	DMX 80v	1200w	<b>6</b>

**PC**

Make	Model	Detail / Accessories	Watt	Total
Selecon	PC1200	(60) barn doors and colour frames	1200w	<b>60</b>
Selecon	Arena PC	(18) barn doors and colour frames	2000w	<b>18</b>

**Par Cans**

Make	Model	Angle	Detail / Accessories	Watt	Total
KUPO	Par 64	MFL	(240v) (21) colour frames	1000w	<b>7</b>
ETC	Source 4 Par EA	Various	Full lens kit (VNSP, NSP, MFL, WFL), complete set of colour frames.	750w	<b>14</b>

**Wash**

Make	Model	Detail / Accessories	Watt	Total
Selecon	Aurora 4 Way Square Cyc Wash	Complete with Colour Frames	1250w	<b>8</b>
Selecon	Aurora 2 Way Vertical Cyc Wash	Complete with Colour Frames	1250w	<b>4</b>
Selecon	Aurora Ground Row 4	Complete with Colour Frames	1250w	<b>10</b>
Selecon	Aurora Ground Row Singles	Complete with Colour Frames	1250w	<b>8</b>

**Followspots:**

Make	Model	Angle	Detail / Accessories	Watt	Total
Selecon	Performer	5.5° – 9°	6 colour magazine	1200w	<b>2</b>

**Additional Lighting:**

Item	Make	Model	Detail / Accessories	Watt	Total
Colour Scroller	Showcraft	ColourTec	Scroller with 16 colour string		<b>14</b>

**Patching:**

Location	Quantity	Numbering (PS to OP)	Detail / Accessories
FOH Bridge 3	30	79 – 108	8 x 10amp GPO's available
FOH Bridge 2	30	49 – 78	6 x 10amp GPO's available
FOH Bridge 1	48	1 – 48	6 x 10amp GPO's available
Gallery Rail 1	16	148 – 138	
Gallery Rail 2	16	188 – 173	
PS Pro Boom	12	109 -120 (Top – Bottom)	
OP Pro Boom	12	121 – 132 (Top – Bottom)	
PS Box Boom 1	8	149 – 156 (Top – Bottom)	
PS Box Boom 2	4	157 – 160 (Top – Bottom)	
OP Box Boom 1	8	161 – 168 (Top – Bottom)	
OP Box Boom 2	4	169 – 172 (Top – Bottom)	
Electrics 1	36	A36 – A1	
Electrics 2	36	B36 – B1	2 x Circuits dedicated to onstage workers
Electrics 3	36	C36 – C1	
Electrics 4	36	D36 – D1	
Electrics 5	36	E36 – E1	
PS Pan Bar	12	12 – 1 (DS -US)	
OP Pan Bar	12	12 – 1 (DS-US)	

**Power:**

**3 Phase Outlets and GPO's**

**FOH**

(11) 40amp 3 phase outlets on Bridge 3, (for dimmer use only)

(1) Power Distribution Board on Bridge 3 State Automation Solution Cool Power Patch Panel 12 circuits @ 2.4kW

(3) 40amp 3 phase outlets Bridge outer perimeter

## **BOH**

PS Stage Level; (4) 40 amp 3 phase outlets; (4) 20amp GPO's; (7) 10amp GPO's  
PS Gallery Level 1; (2) 40amp 3 phase outlets; (4) 20amp GPO's; (4) 10amp GPO's  
PS Gallery Level 2; (4) 40amp 3 phase outlets; (8) 20amp GPO's; (2) 10amp GPO's  
PS Gallery Level 3; (2) 10amp GPO's

OP Stage Level; (4) 40 amp 3 phase outlets; (4) 20amp GPO's; (7) 10amp GPO's  
OP Gallery Level 1; (2) 40amp 3 phase outlets; (4) 20amp GPO's; (4) 10amp GPO's  
OP Gallery Level 2; (14) 40amp 3 phase outlets; (24) 20amp GPO's; (1) 10amp GPO  
OP Rear Stage (1) 40amp 3 phase outlet

Grid Level; (4) 10 amp GPO's

## **BASEMENT**

Sub-stage; (12) 40amp 3 phase outlets (2) outlet for Audio power; (8) 20amp GPO's

Orchestra Pit; (2) 40amp 3 phase outlets; (8) 10amp GPO's

## **Cabling:**

### **240v Extension Cable**

The theatre has a good stock of extension leads to accommodate the venue's standard lighting rig. Any additional equipment may require additional cable stock to be sourced.

### **Looms**

The theatre has adequate extension and DMX leads to accommodate connection of the venue's standard lighting equipment. Any additional equipment may require additional cables to be sourced.

### **3 phase Extensions**

Subject to availability

## **Lighting Notes:**

Proscenium boom positions are only accessible via UL20, with a maximum rigging height of 7400mm above stage level. See **Access Equipment** above for notes on usage.

## **AUDIO**

### **Control Positions:**

#### **Control Room**

Dedicated control booth, rear centre of stalls.

Seat can be removed by arrangement should an auditorium operating position be required.

### **Control & Amplification:**

#### **Primary Mixer**

Soundcraft Vi1 digital console with remote 32/8 compact stage box on MADI, networked and controlled by Soundweb Blu100 providing time alignment, EQ, compression and limiting with full array control via laptop and GUI

#### **Amplifiers**

Crown 5000 and 8000 series power FOH line arrays

( 2 ) Crown CS4 (subs)

( 4 ) Crown CP660 (surround amps)

( 4 ) Crown CS4 (monitors)

#### **EQ**

( 4 ) Klark Technik SQ1 stereo graphics (8 channels total)

( 2 ) Rane GE 31 mono graphics

#### **FX**

1 x Yamaha SPX 1000

#### **Compression / Limiter / Gates**

1 x Dbx 160 comp.

1 x Dbx 480 driverack FOH system controller

3 x Dbx 482 driverack surround controller

1 x Dbx driverack PA sidefill controller

### **Speakers:**

#### **FOH Speakers**

3 x clusters of 3 JBL VT4886 on each side of proscenium (left/right.)

9 x flown JBL VT4886 in a vertical array centre cluster .

4 x flown JBL cardioid SUBS .

4 x flown JBL VRX upper gallery infills

24 x Sound Advance SA2B, surround sound speakers.

#### **Foldback**

2 x JBL SR4731XF, 1200 watt dual 12 and horn sidefill cabinet.

2 x JBL SR4718X, 600 watt , 18" matching subwoofer.

4 x JBL SR4702X, 600 watt , 12" wedge

**Playback:**

Item	Make	Model	Detail	Total
CD player	Denon	DN-C635	Single pro CD player	<b>2</b>
iMac	Apple	Imac21"	Computer with Qlab3	<b>1</b>

**Microphones:**

A selection of microphones are available for hire subject to availability

**Accessories:**

Accessories can be hired from the NIDA Theatres by prior arrangement

**Line Patching:**

Location	Quantity	Numbering	Detail
On stage	56		40 mic line /16 tie line
Stalls	10		10 mic line
	28		16 mic line / 12 tie line
	32		24 mic line / 8 tie line
FOH	8		8 tie line

**Speaker Patching:**

Location	Quantity	Numbering	Detail
On stage	8	FB 1to 8	Monitor only speakon outs.

**Cabling:**

**Audio Cable**

There is a small stock of audio cabling available for hire

**Multicore**

1 x 16/4 and 1 x 24/4 multicore are available for hire

**Audio Notes:**

FOH audio works as L/C/R system, with L/R cabinets on the proscenium verticals for stalls and both galleries.

Central flown array with subs supplies centre audio.

Surround system for FX or cinema presentation only.

## **AUDIO VISUAL**

### **Projectors:**

<b>Type</b>	<b>Model</b>	<b>Detail / Accessories</b>	<b>Total</b>
Barco	CLMHD8+	8000 ANSI Lumens HD. Wide & Std lenses	1

### **Projection Screens:**

4:3 Ratio Front and Rear Projection	Image Size:	<b>6100mm x 4570mm</b>
16:9 Ratio Front and Rear Projection	Image Size:	<b>8120mm x 4570mm</b>

### **AV Playback Equipment:**

<b>Item</b>	<b>Model</b>	<b>Detail / Accessories</b>	<b>Total</b>
Tascam DVD	DV-DO1U	Pro single DVD player	<b>1</b>
Barco	DCS-100	8 ch Scaler	<b>1</b>
Geffen	DVI cat 5	Video convertor	<b>1</b>
iMac	Apple	Imac21" with Qlab3	<b>1</b>

### **Projector Rigging Points:**

Front of House on Gallery One circle rail for front project  
 Rear stage for rear project subject to lens restrictions  
 Flown on-stage battens as required. Discuss with House Technicians.

### **Cabling:**

The theatre has cabling to suit the projector in its standard position

### **Audio Visual Notes:**

4:3 and 16:9 screens are front projected.

## **BACKSTAGE**

### **Communications:**

#### **Stage Managers Desk**

The Stage Managers desk is located in prompt corner. It is equipped with a light, phone, clock, cue light master station, stage monitor and comms.

#### **Talkback**

##### **Wired**

Master Unit                      ClearCom system single channel @ SMD

Total sub stations            **8**

Total headsets                **8**

Talkback patching located at: **2x Follow spot FOH**

**DSOP Stage**

**DSPS Stage**

**2x Flyrail**

**PS mid gallery**

##### **Wireless (Available for hire)**

Master Unit                      Clearcom 'Tempest' single channel @ SMD

Beltpacks/ Headsets            5

#### **Paging / Show relay**

Paging to the dressing rooms is available from the Stage Managers desk. Show relay is distributed via a Tannoy system to all dressing rooms and the green room. Some rooms have individual volume control.

#### **Stage Monitor**

There is a TV monitor on the Stage Managers desk, in the Green Room and in the Production Office.

#### **Q Light System**

In house Q light system available

Several units available as required

**Dressing Rooms:**

<b>Dressing Room</b>	<b>Capacity</b>	<b>Toilets</b>	<b>Shower</b>	<b>Details</b>
1	3	1	Yes	
2	3	1	Yes	
3	5	1	No	Showers & toilet facilities located in the basement
4	5	1	No	Showers & toilet facilities located in the basement
5	12	No	No	Showers & toilet facilities located in the basement
6	12	No	No	Showers & toilet facilities located in the basement

**Laundry / Wardrobe:**

Washing Machine

Dryer

Garment Steamer

Iron / ironing board

Clothes racks      There are fixed racks located in the dressing rooms. NIDA Theatres have a limited number of mobile racks that may be available for the Hirers use.

**Production Facilities:**

**Production Desk**

There are two production desks available which are set up in the centre of the stalls. The tables each accommodate two people, have dimmable lighting, DMX for the lighting desk, talkback and house light control.

**Production Office**

Located at Stage Door.

**Phone**

In the Production Office.

**Internet access**

There is Ethernet access in the Production Office.

**Greenroom:**

The Green Room is located in the basement of the theatre and has couches, programme relay video and audio and paging speakers. There is a small kitchenette with:

Tea / Coffee facilities

Fridge / freezer

Microwave

Running water; tap, filtered & boiling filtered

**Stage Door:**

**Access**

Stage Door is located in the Southern Laneway. A Parade Theatre Stage Door Attendant (Hirer's cost) monitors comings and goings

## **ADDITIONAL FACILITIES & INFORMATION Work**

### **Work Health and Safety :**

A safety induction will be provided by NIDA Theatres staff at the earliest convenient time when most personnel have arrived. Around 15 minutes should be allowed for this in the production schedule.

NIDA Theatres and NIDA are non-smoking environments. A smoking release form must be submitted if any substance is smoked during the production.

A Hazardous Materials Data Sheet must be provided prior to bump-in for all hazardous materials used in the production. Including but not limited to Pyrotechnic effects, theatrical smoke, stage dressings and weather effects.

Applications for use of firearms must be submitted to the Technical Manager at least 28 days prior to the production. Any statutory licensing requirements and associated costs are the sole responsibility of the presenter.

All scenery and props must be inherently flame resistant or treated with an appropriate flame retardant solution and labelled as having been so treated.

Weights are to be marked on items of scenery or props with a mass in excess of 15Kgs.

Any perceived hazards must be identified and documented. A hazard identification form is sent out with hire contracts. Completion of this form allows us to identify whether any hazards need to be assessed and risks managed. The associated risks must be assessed, managed and documented. Risk Assessment Forms are available to assist in this process.

NIDA Theatres has a stock of hard hats, safety chain and warning signage available for the use of presenters' staff. The use of personal protective equipment may be required at the request of NIDA Theatres staff.

NIDA WHS policy and handbooks are available on request

### **Orchestral:**

A small stock of musicians' chairs (non adjustable) is available for hire.  
There are no music stands

### **Rehearsal Space:**

NIDA has nine rehearsal rooms for hire. However availability is limited. Bookings can be made through the Manager, NIDA Theatres.

**VENUE:**

**Venue Contacts:**

<b>Venue Address</b>	215 Anzac Pde Kensington, Sydney NSW 2033
<b>Postal Address</b>	NIDA. UNSW  Sydney NSW 2052

**NIDA Theatres Manager**

<b>Monica Scagliarini</b>	<a href="mailto:Monica.Scagliarini@nida.edu.au">Monica.Scagliarini@nida.edu.au</a>
Phone Number	02- 9697 7585
Email Address	<a href="mailto:manager@paradetheatres.com.au">manager@paradetheatres.com.au</a>
Fax Number	02- 9662 7415
<b>Box Office</b>	
Phone Number	02- 9697 7613
<b>Reception</b>	
Phone Number	02- 9697 7600

**Venue Plans:**

Plans and sections of the venues are available in PDF and dwg formats from the NIDA Theatres website.

Additional details and drawings are available from the Technical Manager – [chris.dickey@nida.edu.au](mailto:chris.dickey@nida.edu.au) 02 9697 7605

# **NIDA THEATRES CODE OF CONDUCT BACKSTAGE**

For this venue we ask:

- No persons, other than the cast or crew, are permitted in any area Backstage before, during, or after a performance without the express permission of the Technical Manager or Venue Supervisor.
- Always look up before entering a stage area and when handling scenery and equipment for potential hazards or obstacles above you.
- Please don't whistle on stage.
- Please don't mention the name or quote from Shakespeare's 'Macbeth'. Refer to it as "The Scottish Play"
- Always do as instructed by Venue Supervisor, this person is responsible for the workplace and the work performed in it.
- All Performers and backstage crew are required to enter and exit the Theatre through the Stage Door at the side of the Theatre.
- All Performers and backstage crew must sign in and out at the Stage Door.
- No food or drink is to be taken on stage or into the auditorium. Bottled water with a screw cap is allowed.
- Food and drink is forbidden on stage unless it is part of the production and then prior permission from the Theatre Management must be obtained.
- Sturdy covered shoes must be worn at all times on stage and in the auditorium.
- Smoking is forbidden in all areas of NIDA.
- Drugs or other mind altering or illegal substances, other than prescription medication, are not permitted in the Theatre.
- No person is permitted in any area above the Stage Level (i.e. Fly Gallery) or in any area of a Technical nature (i.e. Switch Room), without the permission of the Technical Manager or Venue Supervisor
- Always speak respectfully. Aggressive or petulant language and behaviour will not be tolerated.
- Tape down or otherwise secure loose cables.
- Always call out a warning before moving any object.
- Always call out a warning before going to black-out or turning work lights on or off.
- Never climb over, or rest feet on theatre seats.
- Don't play with, touch or sit on the props. Never eat food props without permission from the stage manager.
- Never try on costumes, including hats.
- Always advise lighting staff if a lamp is accidentally knocked, even if it didn't seem to move.
- Advise when joining or leaving headset communication.
- Never say the word "go" during a performance unless calling the show, spell the word instead of saying it.
- Acknowledge stand-by calls.
- Keep headset comms mic off when not in use

NB: Take care what is said on stage. The programme relay microphone is on and anyone may be listening!