

Event Plan for **BLOCK**

A collaboration between Motionhouse and No Fit State Circus.

Technical contact details:

Tim Adam tim@nofitstate.com Tel: +44 7432 285585

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A - Risk Assessment for Touring **BLOCK**

1. Introduction

- **BLOCK** is performed by 7 performers on freestanding purpose built matting. The set comprises of 24 blocks and **requires a firm, level and dry surface for performance. Please note the site must not be on a slope!** You must send a site plan to Tim Adam at least one month before the performance date.
- The blocks are 45cm x 60cm x 2m and are stacked upon each other in various formations. It is therefore imperative that the playing surface is **extremely level. It cannot be performed on grass.**
- The show also works well mounted on low level staging (approx. 0.5m high)
- The blocks are made from industrial insulation and are flame proofed at manufacture and wrapped in waterproofed muslin for added protection.
- **BLOCK** requires a performance area of 10m x 10m with a height clearance of 10m (height clearance may be negotiable so please contact us for further information).
- **There should be an additional 2m before the audience, therefore please allow 12m x 12m plus the space required for the expected audience.**
- **Audience to sit /stand on three sides.** We would advise the provision of matting or low level seating for the first few rows as this will allow more people to see the performance.
- **Adverse weather:** the performance cannot go ahead in wet weather or when there are high winds as it is unsafe for the performers. If there is flexibility within the programming schedule and the weather improves, we will endeavour to perform at a different time subject to the performers having time to warm up
- The show runs for approximately 40 minutes
- This show is designed to be performed outdoors but if you would like to consider having it indoors, please contact us to discuss this option (and please note it will need to be marketed in a different way). You will need to provide us with the technical specification of the proposed space



2 Event Evaluation | Stewards and Security

- a. **BLOCK** is designed to be performed in public spaces such as town squares, shopping centres, parks and gardens etc
- b. When booking **BLOCK** please consider your event evaluation with regard to subjects such as your audience profile, the sale of alcohol etc – if you believe that there is a risk to the performers make sure you have addressed this by the way of security/trained stewards. If the set is to be built and dismantled in a busy public area it may be necessary to cordon the area off with the use of barriers and/or stewards.
- c. This would be for the purpose of load and unload only and the setup is estimated to take 30mins. It is anticipated the performance takes place without any barriers. (Please see note d. below)
- d. The finale of the piece sees the blocks form a tower that then collapses. It is essential that the stewards are briefed to stop people encroaching upon the performance area. This is especially important for the tower collapse. The audience must be 5m from the rear of the stage. This can be maintained by either effective stewarding or barriers (e.g. pedestrian barriers)
- e. If **BLOCK** is to be performed twice in the same location security is needed to keep the equipment safe between shows. If the set is to be stored away or moved to another location extra time must be allowed between shows.
- f. If **BLOCK** is to be performed at more than one location on the same day, the maximum travel time between locations is **one hour**

The company is happy to feed into a third party Event Plan, such as festivals or other organisations, participating fully in steward briefings and liaising appropriately with regard to evacuation procedures and event 'stops' etc.

3 Load in and Out

- a. The set and cast tour in a Mercedes Sprinter with a 8.6m trailer. (total length just over 15m, see Section 6 Traffic Management). It needs to be parked as close to the performance area as possible to unload and re-load.
- b. The show is designed to perform outdoors but should it be transferred inside, the performance area must be at ground level unless a large lift is available.
- c. Unload and build time is approx. 60 minutes – it will take extra time if the unload area is not located next to the performance area.
- d. **Please note that if the unload has to take place more than 2 hours before the time of the first performance, you must provide at least four crew to help unload as the performers will not be available**

- e. The performers require about 60 minutes to warm up before the first performance and there will be a sound check at least 30 minutes before the first performance
- f. We require a warm dry space for changing and warming up.
- g. The performance is approximately 40 minutes
- h. De-rig and load out cannot start until at least 30 minutes after the end of the performance and takes approximately 30 minutes

When programming multiple performances the cast requires a break of at least 2 hours between the end of one performance and the start of the next one. The show can be performed up to 2 times per day, in different locations if desired.

4. Props and Consumables

- a. There are no props or consumables used in this production.

5. Sound and Light Requirements & Technical support

- a. We require good speakers with separate Subs in a SUB/Sat system; at least 4 x PS15 to function as sats and 2 x PS Subs. We also require a technician to operate sound.
- b. Ideally the German D and B system but the French PS15 system is very good.
- c. The company needs to be able to plug in a laptop or MP3 to the system.
- d. There are no lights used for this production and no lighting plan. If being performed after dark, the festival will need to provide lighting and must discuss this with Tim Adam in advance.

6. Traffic Management

- a. **BLOCK** tours in a Mercedes Sprinter (6.5m) with a 8.6m trailer, the equivalent of a large lorry.
- b. Dimensions of trailer
Height | 2795mm
Length | 8600mm
Width | 2400mm
- c. We will require secure and easily accessible parking large enough to accommodate the van and trailer
- d. Road maps, site maps and parking maps must be provided at least one month in advance
- e. Please inform us of any traffic regulations at your performance site
- f. Generally, when off road in a festival setting the van will be driven at less than five miles per hour with hazard lights on and marshalled on all four

corners – taking extra care when reversing

- g. Please ensure relevant parking passes and access are ordered. Particularly as we often need to depart before an event has finished and may need dispensation to move vehicles while an event is still in progress.

7. Waste Disposal

- a. There is no significant waste product from this production.

8. Medical | First Aid Provision

- a. Please inform us on arrival who your trained first aiders are and who the contact is within your festival for calling for emergency medical assistance, if in your procedures
- b. We tour one general first aid kit and ice packs.

9. Fire Precautions and Equipment

- a. We tour one CO2 extinguisher and one Dry Powder extinguisher
- b. Our performers are trained in the use of these extinguishers with regard to the safe use of fire extinguishers.

10. Emergency Procedures

- a. Please ensure that on arrival we are briefed as to any emergency procedures that your festival has developed that may affect us.

11. Accident Reporting and Investigation

- a. Please inform us to whom we report any dangerous occurrences, near misses or accidents
- b. We tour an incident report book and therefore will also make our own record of any accidents.

12. Portable | Temporary Staging

- a. This show can be performed on temporary staging and this is worth considering as it allows a larger audience to see the show. Please contact us if this is your intention.

13. Accommodation, catering and laundry

- a. There are 9 people on tour – 7 performers, 1 tour/technical manager and 1 producer/director
- b. Please provide bottled water for the performers.
- c. Three meals per day are required for all company members (depending on arrival/departure times). Please ensure that you provide for the following

dietary requirements: 1 x vegan and wheat free, 1 x gluten free, 3 x vegetarian.

- d. Where provided, overnight accommodation must be clean and comfortable in single rooms. Accommodation needs to be within walking distance of the performance site
- e. Where possible please also provide a dressing room or heated room for the performers to change and warm up in.
- f. If performances are part of a tour to 3 or more venue, the presenter will need to provide laundry facilities for costumes or arrange for costumes to be laundered nearby

14. Finally, please feel free to discuss any element of the above and we look forward to working with you.