

# THEATRE PECKHAM INFORMATION FOR TEACHERS



## WELCOME

We look forward to welcoming you to Theatre Peckham. Here's some information that might be helpful before your visit. If you have any queries please give us a call 020 7708 5401

## PLANNING YOUR VISIT

### BOOKING TICKETS

To book, either call the Box Office on 020 7708 5401. You'll then be emailed a booking confirmation and an invoice.

#### Schools prices:

Standard tickets are £7 per ticket, with one teacher free for every 10 tickets booked, with the exception of

- £10 per ticket for *Crongton Knights*

### PAYMENT DUE DATES

Payment must be received four weeks after the booking has been made. For bookings that are made less than four weeks in advance, payment must be made prior to the performance.

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## EXCHANGE AND CANCELLATION POLICY

Exchanges can be made to another performance time or date, where there is availability, with six weeks' notice of the show date.

If your school cannot attend a booking and you give us a minimum of 21 days' notice, 50 per cent of the fee will be refunded. If your school cannot attend and you give us less than 21 days' notice, we are unable to refund the fee.

## ACCESS

Please inform the box office as soon as possible if anyone in your group requires additional assistance, such as wheelchair accessible seating.

## RISK ASSESSMENT FORM

A risk assessment form can be provided for your visit on request.

## LUNCH

You are welcome to bring your packed lunches to eat at our theatre. If you do wish to use our foyer for lunch, just let us know at the time of booking and we will make sure there is some foyer space set aside for you.

## GETTING HERE



221 Havil Street, SE5  
7SD  
BY BUS: routes 12, 36,  
171, 436 Vestry Road  
(stop V)  
BY TRAIN: Peckham  
Rye (15 mins), Denmark  
Hill (15 mins)

Coaches: Coaches can drop off children outside the theatre, but are not able to park.

Doors to the theatre usually open around 10 minutes before the show starts and seating is unreserved – our usher team will help your group to get settled in.

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We recommend you arrive around 30 minutes before the scheduled start of the show so you have time to collect your ticket and get your group ready to enter the theatre.

Theatre Peckham staff will not be held responsible for the supervision of children at any point before, during or after the show. Children must be properly supervised by nursery or school staff, who must remain in attendance, at all times.

Please be aware that for most shows we have a strict latecomer policy and if you arrive late you may not be allowed into the auditorium. In the first instance please contact us on 020 7708 5401 if you think you might be late and we can try and accommodate you as much as possible.

## AT THE THEATRE

At Theatre Peckham our space is your space. We have a strong commitment to the social, emotional and creative development of young people and therefore we want them to be themselves in the space. We really encourage responses to the performance and would always want them to laugh, clap and cheer during our shows, so please don't feel they have to watch the show in silence.

We feel theatre is something for everyone and we want young people to feel this is their space to explore, question and take part.

There are only three things we ask in the auditorium, of both teachers and pupils:

NO PHOTOS • NO PHONES • NO FOOD

There is an option to buy drinks, snacks and ice creams, do let us know if we can assist or pre-order for the interval.

## SAFEGUARDING

The safety and wellbeing of any young person in our building is paramount. We ensure all members of staff have completed a DBS check and we have a Safe Guarding Policy in place. If you require any further information please contact Suzy, Executive Director  
[suzy@theatrepeckham.co.uk](mailto:suzy@theatrepeckham.co.uk)