

# THE OLD VIC

## Information for school visits to The Old Vic

We are looking forward to welcoming you and your school to The Old Vic. Below is some helpful information to make sure your visit runs as smoothly as possible.

### Before your visit:

- School tickets can be booked via our box office team on 0344 871 7628
- We offer a Schools rate for School Groups 10+ £12.50 for Mon–Wed evenings and Wed matinees on seating bands D–F (available at £13.50 for the following performances for *A Christmas Carol*: Mon–Wed, 25 Nov–03 Dec plus 06 & 11 Dec matinees and available at £12.50 for 06–10 Jan and 13–17 Jan performances) 10% deposit required to reserve tickets – please have a credit card to hand when making your reservation.

### During your visit:

- On arrival please visit our Box Office team to collect your tickets or have your e-tickets ready to scan. We recommend that you arrive 30 minutes early.
- **The visiting school is responsible for their students at all times.** When in or around the immediate vicinity of The Old Vic, students must be under the supervision of a school-appointed adult. The school-appointed adult must be an employee of the school.
- **Toilets:** In the Penny bar and café on the basement level there are two loo blocks. A loo block of eleven cubicles and one accessible ‘roomier’ loo; and a separate loo block of seven urinals with two cubicles, one of which is an accessible ‘roomier’ loo. There is also a separate wheelchair accessible loo and a separate gender neutral loo with an enclosed sink. On the Baylis Circle level on the 3rd floor there are two loo blocks. A loo block of twelve cubicles and one accessible ‘roomier’ loo; and a separate loo block of eight urinals, with one cubicle. There is another wheelchair accessible loo within the auditorium itself available for those seeing a show.
- Please consider where teachers are placed when watching the show in order to best support your students. For Old Vic projects we will provide one teacher ticket for every 10 students.
- It is the school’s responsibility to ensure their students conduct themselves in an appropriate manner that is respectful of the building, staff and other audience members.
- The school-appointed adult will be responsible for the students for the duration of the visit including before, after or during the performance.
- The school must ensure that all phones are switched off or to airplane mode (rather than switching it to silent) to make sure everyone’s experience is as enjoyable as possible. Photos and filming are not allowed in the auditorium. Please note: if you would like a box to store mobile phones in during the performance please speak to Front of House on the day.
- Please note that Penny, our all-day cafe and bar, is open to the public from 8am. Anyone under 18 will not be served at the bar and we ask the school-appointed adult to ensure no attempts to purchase alcohol are made.
- Visiting groups are not permitted to consume their own food in the front of house spaces without prior arrangement and please refrain from eating during the show.
- The school is responsible for the health and safety and safeguarding of the school group and schools will be expected to have appropriate and adequate insurance arrangements for their students and staff.
- Schools should prepare their own risk assessments. The Old Vic carries a public liability insurance, a copy of which is available on request.

Our Front of House team are on hand throughout the performance should you need any further information. To obtain a copy of our safeguarding policy, or if you would like to contact The Old Vic Designated Safeguarding Lead, please email [safeguarding@oldvictheatre.com](mailto:safeguarding@oldvictheatre.com).