

Prepare stage area for live productions

Overview

This Standard is about contributing to preparing for each performance by cleaning and clearing, preparing props and scenic elements, then after the performance making sure that production elements are stored appropriately. You will also need to support others as appropriate and respond quickly and decisively to any requests.

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Performance criteria

You must be able to:

1. clear and clean floor disposing of all unwanted debris in line with instructions
2. reset scenic components, packs and settings according to plot and performance order
3. carry out all specified checks, putting right or reporting items that are not in the correct condition
4. ensure that all items are transported and/or stored in the appropriate way during and between performances
5. act on cue procedure without delay
6. position scenic components in specified dead positions
7. move scenic components in a smooth and controlled way, without reverse movement
8. move all scenic components in line with health and safety requirements and without risk of injury or damage
9. inform relevant people of changes to cue timings and backstage calls without delay
10. provide prompts for performers at an appropriate volume when required
11. monitor that cues are provided at the right time and in the correct sequence during performance
12. give company calls for the next performance in accordance with instructions
13. contribute accurate information to show reports and other required reports

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Knowledge and understanding

You need to know and understand:

1. how to communicate effectively with team members, colleagues and line managers during the running of a performance
2. stage terminology and its meanings including upstage, downstage, stage left and stage right
3. how to provide clear and accurate information to others
4. the importance of confirming people's understanding of information provided and how to do this
5. accepted methods for reporting problems and who to report them to
6. pre-performance checks that need to be carried out and why
7. the importance of confirming your instructions
8. how to interpret information about the components, packs and settings
9. the importance of clearing and cleaning the floor and disposing of unwanted debris correctly
10. problems you can put right yourself, those you should report to someone else and who to report them to
11. the running order of the show
12. the cue procedure and how to follow it
13. accepted protocols for giving prompts
14. how to produce show reports
15. the correct dead positions for the scenic components
16. why you must move components smoothly and without reverse movement
17. the danger of moving scenic components when you should not
18. safe handling and lifting techniques

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