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| Show date | 22nd Oct 2017 | Show name | 2097:We Made Ourselves Over  |
| Date form completed | 23rd Oct 2017 | Completed by | A. PearsonNick Tandavanitj |

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| **1. GUIDANCE** |

Complete this form after any event with an audience or participants (including public, press, invited guests etc). Use a computer – do not print and hand-write it.

Every individual event needs a report, eg a matinee & evening performance on the same day need a report each; consecutive workshops with different participants need a report each…

Where directly associated events (eg pre-show talk, partner reception, touch tour…) are run by the same person(s), they can be included in the same form. Where these are managed by different people, each requires a separate form.

Once completed, or circulate it to the project team and James Crawford.

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| **2. ABOUT THE EVENT** |

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| --- | --- |
| Venue / location | Oak Road Playing Fields |
| Expected doors open | 12.00 | Actual doors open | 11.30 |
| Expected start time | 12.00 | Actual start time | 11.30 |
| Expected end time | 13.00 | Actual end time | 13.00 |
| Expected attendance | Screening audience:50Passengers in cars:6 | Actual attendance | Estimated passers-by and casual viewers: 40Directly engaged by Hull 2017 Volunteers andBlast Theory: 44Passengers in cars:8 |

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| **2. STAFFING** |

*(leave blank where not applicable)*

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| --- | --- |
| Event Manager | A.Pearson/J Hill |
| Production Manager | A.Pearson/J Hill |
| Production Company | Blast Theory |
| Stage Manager | A.Pearson/J Hill |
| FOH Manager |  |
| *Add other Hull 2017 staff below with their roles; add more rows if required* |
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| --- | --- |
| Event Volunteer Lead | Jo Hill |
| No. of volunteers | 5 |

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| --- | --- |
| Security provided by | prestige |
| No. of security staff | 1 |
| Did a briefing take place for staff, volunteers & security? |  **Yes** / No |

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| **3. ACCESS** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Hearing Loop? | ~~Y~~/**N** | BSL interpreted? | ~~Y~~/**N** | Surtitled? | ~~Y~~/**N** |
| Subtitled? | **Y**/~~N~~ | Relaxed perf? | **Y**/~~N~~ | Audio described? | **Y/~~N~~** |

|  |  |
| --- | --- |
| No. of attendees with access requirements | 0 |

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| **General access comments:** None |

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| **4. GENERAL COMMENTS** |

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| **General FOH comments** (eg audience feedback, atmosphere):The screen was positioned at the entrance to the park next to the skate park.Oak Road Playing Field was expected to be the hardest location to find audiences, however, 2 (out of 3) priority codes from those who’d picked up the call on October 1st attended the screening and there were never fewer than half a dozen people watching the screening at a time. Volunteers split up to catch people at different entrances to the park, which brought several people to the screening. As with Papa’s Fish and Chips in Bilton, some people arrived in their cars and chose to watch the films form their cars.Ben - who works with Kofi for BBC’s City of Culture coverage - attended the screening with his girlfriend to take part in the car. |

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| **General BOH comments** (eg technical issues):To maximise capacity the team switched to using a mobile phone, rather than the phone box assigned for this location for the initial call. |

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| **5. INCIDENT REPORTING** |

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| **Summary of any accidents or near misses, and reference number of the forms completed to report these**:None |

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| **Summary of any safeguarding incidents, and reference number of the forms completed to report these**:None. |

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| **6. ACTION POINTS** |

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| **Note any actions arising from the event, who should enact them and by when**:None |