



GENERATION
NEXT
EDUCATION INITIATIVE



My Trip to The Tobin Center

A handbook provided by the Generation NEXT team to help better prepare you and your students for success on your next Field Trip to the Tobin Center for the Performing Arts!

1.) What to do the Day Before your Field Trip



When preparing for your trip to The Tobin Center, have a checklist of items that include your outfit, tickets, and time of arrival. Consider ahead of time what you will wear to The Tobin Center. Wear clothing items that you would wear on the first day of school, or when visiting family for a fancy event.

Plan your arrival at The Tobin Center to be early. It is important to show up to a performance at least 30 minutes before the performance starts so that you have time to park, walk to the theater, scan your ticket, and find your seat.

Finally, make sure to have your ticket ready! Have your ticket set out the night before unless a parent or teacher is in charge of your ticket. Keep your ticket in a secure place that you will remember even when busy or distracted. Having a checklist will allow you to have a successful trip and experience at The Tobin Center.

“My Trip to The Tobin Center” Checklist

Before the Performance

- I know the **date** and **time** of the performance.
 - I have my **ticket** (paper or digital).
 - I know **where** the theater is and how I will get there.
 - I have arranged **transportation** (ride, bus, or walking route).
 - I have my **phone** or contact information for help.
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What to Bring

- My **wallet/purse** with ID.
 - Any **medications** I might need.
 - A **water bottle** (if allowed).
 - Earplugs or **noise-reducing headphones** (if sound is loud).
 - A **fidget tool** or comfort item (if needed).
 - Glasses or hearing aids (if I use them).
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Clothing & Comfort

- I am wearing **comfortable clothing** for sitting.
 - I have a **jacket or sweater** (the theater might be cool).
 - I am wearing **comfortable shoes**.
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During the Performance

- I know the **audience rules**:
 - Stay quiet during the show.
 - Clap at the right times.
 - Stay seated until intermission or the end.
 - I know where the **restrooms** are.
 - I know who to ask for **help** if I feel uncomfortable.
 - I know where the **quiet area** is if I need a break.
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After the Performance

- I have my belongings.
- I know where to meet my ride.
- I can share my favorite part of the show with a friend or staff member.

2.) Day of Arrival



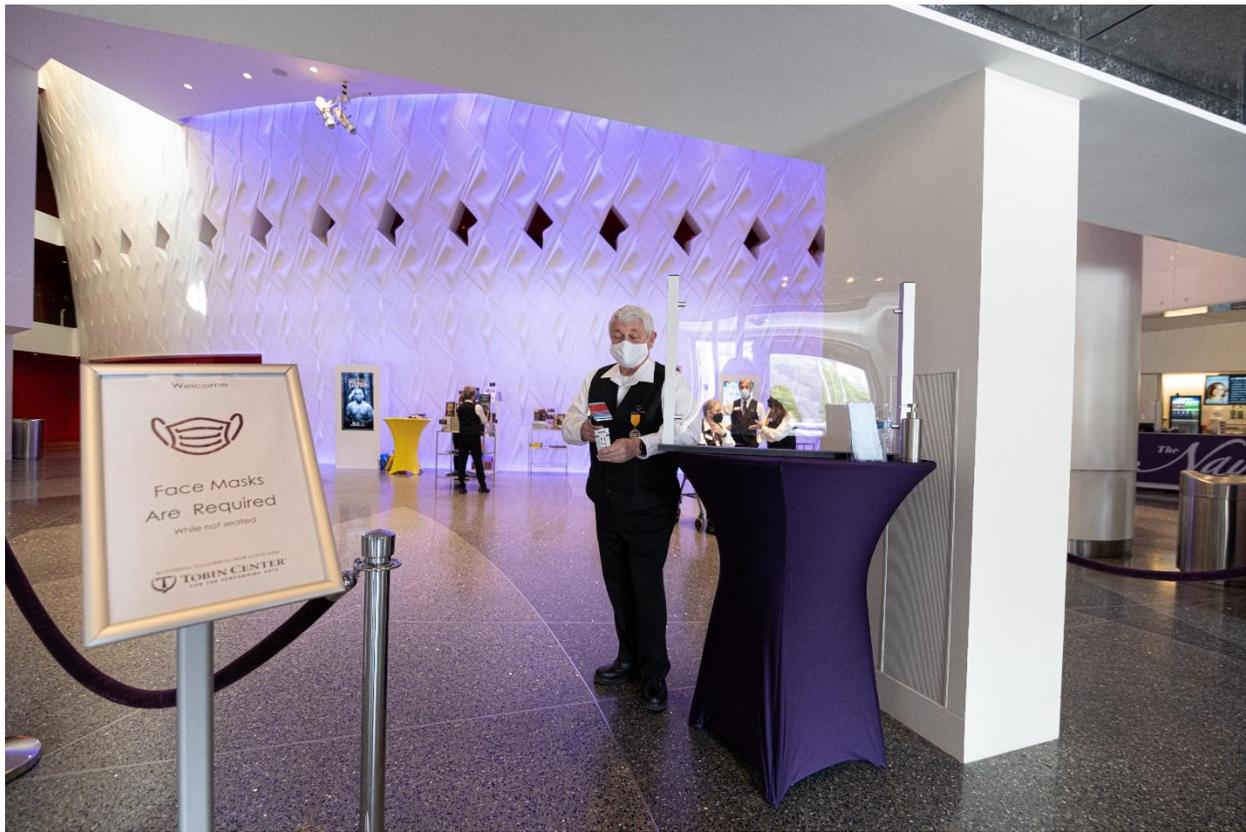
Arrive at The Tobin Center at least 30 minutes before showtime. Plan your arrival ahead of time-based on your travel situation whether it is by car or bus. When the bus or car has dropped you off, you will walk up calmly to the front glass doors of the Tobin Center for the Performing Arts. You will notice others waiting in line to enter at the front glass doors. Remember to stay close to your classmates by staying in line and with your group until it is your time to go in.

3.) Walking into The Tobin Center



Once you have walked through the glass doors, you will see a security person who will check your bag. If you bring a bag with you, have your bag visible and ready to go for the security person to look through. Once through the doors, have your ticket ready to be scanned by a Tobin Usher. Our ushers wear black pants, a white-collar button shirt, and a black vest with a Tobin Center nametag.

4.) Scanning Your Ticket(s)



Once you have walked through the glass doors, you will see our Tobin Ushers waiting to scan your ticket. Our ushers wear black pants, a white shirt, and a black vest with a Tobin Center name tags. If they have served as an usher for a long time, they will sometimes wear a pin showing how many years they have been with us!

If you do not have your tickets or if there is an issue with the scanning of a ticket, check our Box Office to have a person assist you. Our Box Office looks like this.

If you need help, visit Patron Support Services. The window looks like the Box Office but is on the other side of the Lobby. You can check out headphones, a sensory bag, or get other assistance there.



5.) Waiting to be Seated



After a Tobin usher has scanned your ticket, wait in the lobby for the rest of your group to be scanned through. Our front lobby area is called the McCombs Lobby. You might see tables or items displayed set up by the performance's production team set up in this space. These will usually be in front of our large, white wall called the "Feature Wall." Sometimes, this wall is lit up in special colors.

Sometimes, the audience might arrive before the performers are ready for the audience to go to their seats. When this happens, the FRONT doors will be open but the HOUSE doors (the doors to the theater) will still be closed. As soon as the performers are ready, the ushers will open the house doors and help everyone to find their seats.

As you also wait in the lobby, an usher may approach you to guide you and your group to your designated seats. During School Time or Sensory Friendly performances, our ushers will have a clipboard with them that contains all the seating information for the performance. The ushers will be ready to walk every group to their assigned seats.

6.) Entering the Theater



Based on your seat assignments, your usher may take you up either the stairs or elevator to find your seat. Keep in mind when walking to your seats that some hallways will already start dimming the lights so that your eyes can adjust to the theater lighting. Make sure, when you are walking, your body is calm and you are focused on finding your assigned section and seat.

Once you have entered the theater, follow the usher to your assigned section and seat. When you have located your assigned section, look at your ticket to find a number. The number on your ticket is also your seat number. The number should match both your ticket and seat. Once seated, remain in your seat until the performance starts. You may hear messages played over speakers. These are called “cues” or “pre-show announcements” and they give you important instructions.

While you are waiting for the performance to begin, look around where you are sitting and enjoy this beautiful space.

7.) The Performance



You will know the performance is about to begin when the lights in the theater dim down and the theater is dark. As the lights dim, the only visible lights you will see will be on the stage and the ground leading to the nearest exits. Stay calm when the lights go down because it is important to keep the theater quiet so that the performers can focus on getting ready and safely into their positions on stage.

As the performance continues, it is important to always remain in your seats. The only time that it would be appropriate to stand up would be if you needed to use the restroom or if the performance is having a break called an "intermission." If you need to use the bathroom during the performance, quietly follow the exit arrows on the ground to the nearest exit.

When you return from the restroom, you may have to wait to return to your seat. An usher will escort you back to your seat at the most appropriate time in the performance to not cause any distractions during important parts of the show.

8.) Reminders During the Performance



Just as you can see and hear what the performers do on the stage, they can also hear and see everything you do. Please do not talk during the performance. The performers must focus on their jobs and the audience wants to focus on the performance. Sometimes it can be okay to whisper to your neighbor. Other times, the performers may ask the audience to talk or move around during the show!

At the start of the performance, you will hear a pre-show announcement that will remind you what you can and cannot do during the show. The reminders may be to silence your phones, no taking photos or videos, no texting, or no food and beverage in the theater during the performance.

If a performance is longer than an hour, a break called an "Intermission" may occur. An intermission is a break in the performance that happens at the halfway point of the show and lasts 10 to 15 minutes. The first half of the show is called the "first act" and the second half is called the "second act." The intermission happens between acts, lets performers rest and get ready for the end of the show. Sometimes, the intermission allows the stage workers to change sets and costumes for the second act. Before the intermission, the theater will go dark while the performers leave the stage and then the lights will brighten.

9.) The End of the Performance

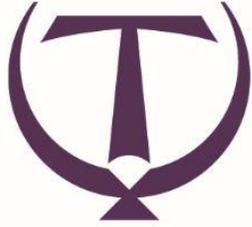


The best way to tell when the performance has ended is when you see all the performers come up to the front of the stage and bow in front of the audience. When the performer bows, the tradition is to applaud, which means to clap with your hands. When it comes to clapping, the tradition is to remain calmly in your seat.

Sometimes, audiences give a “standing ovation,” which is when the whole audience stands and claps for the performance. This is the audience’s way of telling the performers the show was extra exciting or especially good.

Once the performers have left the stage, a cue will happen to let the audience know that it is time to exit the theater. After the cue, exit the theater a calm matter with your group. Make sure to retrace your steps from where you entered The Tobin Center.

While exiting, keep in mind that others will be exiting at the same time. There might be lines of people down the stairs or in the hallway. Remember to discard any trash in their appropriate bins. Take all your personal belongings when leaving the theater. Once you have reached the main lobby, walk out the glass doors and follow your group to find your designated bus. Keep in mind: all busses will stay parked until everyone is ready to leave.



See You Next Time!

We hope that following our suggestions will help make your experience at the Tobin Center for the Performing Arts a memorable one with your school!

We are excited to see you at our next School Time or Sensory Friendly Performance!

From all of us from Generation NEXT,

Thank you!

Generation NEXT connects education and the arts, promoting creative classrooms and culturally relevant learning. We believe creative empowerment is central to a 21st century education.

Powerful Art. Powerful Education. Excellence in both.