

Pageant Rules

for Pageant Participants

2017



CREDIT UNION
CHRISTMAS PAGEANT

When and where do I arrive?

6.30 am Saturday 18th November at **Pulteney Grammar School** on South Terrace, Adelaide

Parking: We recommend you be dropped off at the Pageant. However if you wish to drive in, all participants should make use of public car parks open on the day. Credit Union Participants should ask their coordinators and visit the website about any special parking deals.

There are limited numbers of parks in South Terrace between King William and Morphett Street and in surrounding streets but there is no reserve parking.

Bands and Dance groups with a Pageant car parking label may park in Peacock Road (enter via Greenhill Road) from 6.00am. Display the label provided to you on the dash of your vehicle for security. **STRICTLY NO PARKING in the parklands.**

Where do I go when I arrive?

In 2017 there are NEW things to be aware of. As was the case in 2016, only those issued with wristbands can gain entry to the Pulteney Grammar School grounds. Entry is at the western end of the Pulteney Grammar School via Symonds Place. Follow the signs and Marshals instructions. All participant have registered during the year and will be check as they enter, then a wrist band will be applied. You will be told your change room number at your fitting appointment. (Please refer to drawing F). If in doubt on the day, check first at the information board in the centre of the quadrangle or if that is not helpful then ask at the information booth nearby.

Hall:	All Men (including Marshals)
West:	Children's change rooms and make-up room. Fusion Beats, Black Diamonds, Kaurna and Prestige Dance (new position)
South:	36ers, Lightning dancers, Cheryl Bradley dancers, Callisthenic Association, Christmas Beat makeup, Jolly & Jingles, Star Wars Characters & Paramedic Pete.
Gym:	All Women including Yuletide skaters, Marshals and Jolly & Jingles dancers
Gym:	Youth Ballet in the Gym.
Wheaton House	Special Guest and Ice Nymphs makeup + Guest performers

What do I do after I get my wrist band and when I get to my room?

- Find your costume in a zip front costume bag.
- Change into your costume
- Hang your street clothes in the pageant costume bag
- Re-zip bag and hang it back on the same rack you took it from.
- Only street clothes are to be placed in pageant costume bags. All carry bags etc. are to be left in your change room at Pulteney Grammar School but maintain clear walkways. We encourage you to bring as little as possible with you on the day to avoid congestion.

Note Well

- Change rooms will be locked at **8.50 am**. They will be reopened 15 minutes before participants are due to return after the Pageant. Security volunteers will be in attendance.

Makeup

- Your costume swing ticket must stay on your costume until completion of makeup and you have collected your accessory. Everyone requires makeup (exceptions are those wearing large heads or shapes and those with swing tickets noted). You will be advised of exceptions at Rehearsals

- Your costume swing ticket (attached to your costume) indicates your makeup area. The 5 makeup areas are sign posted and colour coordinated! Please go to the correct one.
- Where you see groups of the same characters please allow them to be made up together. It saves time.
- Females please arrive at the makeup area without makeup or sunscreen, watches or jewellery. We use makeup with sunscreen in it.
- Males, please arrive at makeup area freshly shaven, without watches or jewellery unless you have been advised otherwise at rehearsals.
- The pageant is a moving street theatre and is broadcast on T.V. This necessitates heavier makeup. Once makeup has been applied - **Please don't rub it off**

Accessories, heads, shapes

- Do you carry an accessory or wear a head or shape?
- Check your costume swing ticket
- Collect shapes, heads and float accessories from Area A to the right of the hall. Collect clown props from Area B in the northwest corner of the quadrangle behind the hall. (Please refer to drawing F).

South Terrace

- Pageant set numbers are painted on the South Terrace roadway (Please refer to drawing C).
- Once changed and made up, please find your set number (float). There is an information board at the information caravan in the parklands and at the help desk in the Pulteney Grammar quadrangle which will display a copy of drawing C showing your float position in South Tce or your clown position between floats.

Let us know you've arrived

- Report to your float captain at your float at 9.00 am Sharp!
- Look out for our photographers who start taking photos of the floats and participants from 9.00 am. Don't miss out.
- If you are on a float with set movement (dance steps) please arrive at your float at 8.45 am sharp! Your rehearsals start at 8.45 am.

Breakfast

- Supplied by Allianz, South Parklands opposite Pulteney main gate 7.00 am – 8.45 am. You need your wrist band to get breakfast. Security will be checking wrist bands.

Water

- Near help desk in Pulteney Grammar School. Please refer to drawing F. Drink this water before you leave.
- On floats only for use if absolutely necessary during the Pageant NOT BEFORE! If you drink it in South Tce you won't have any during the pageant. Protect the water on your floats. If you drink during the Pageant, don't put your lips to the bottle. Water is to share for emergency.
- Return bus departure collection area in the University grounds north side of North Tce, as illustrated in drawing O. Volunteers will show you the way. Leave float and head towards University entrance opposite Pulteney Street.
- Pulteney Grammar quadrangle on return.

The Pageant

- Please be at your set / float location by 9.00 am Sharp! (WHS consequences if you are late!)
- **ALL CLOWNS PLEASE MAKE SURE YOU ARE BETWEEN THE CORRECT FLOATS.** Check your group number against the sheets on the information boards in Pulteney Grammar quadrangle or at the information caravan.
- **Stay there until the pageant begins - Don't be late!**
- Pageant starts at **9.30 am.**

Safety

- In Case of emergency
 - Look out for your own safety
 - Assist others but only if safe to do so
 - Report to your float captain to notify the nearest Marshal with a radio, Police, St John or ambulance personnel. Give your location and short description of situation. Pageant operations team will deal with the situation
 - Follow the advice of your float captain and emergency services personnel. They have attended meetings and know what to do. Sick participants are to be moved to the left of the pageant route.
- Avoid accidents.
- All characters riding floats must wear safety belts provided on the float. Once secured please cover buckle with the belt cover supplied.
- All walkers please maintain connection with your home base and stay 1 metre out from the side of the floats.
- Don't consume alcohol before the pageant. It can dehydrate you and have WHS consequences.
- If a float breaks down, help get it to the left side of the road so other floats can pass. Report it to a Marshal or Police and await instructions

The No No's in the Pageant

- No playing with policemen's caps along the route. They are there to do a job.
- No sunglasses in pageant.
- No smoking / no alcohol (in pageant, Pulteney Grammar School or breakfast area) (WHS consequences).
- Pageant marshals and pageant officials are authorised to request characters to cease smoking or consuming alcohol and to remove offenders from the pageant.
- No leaving the Pageant once it starts. (WHS consequences) Visit the toilet before you get under way!!! You are on the streets for less than 1 hour. Toilets will be available in North Tce. (Please refer to drawing O).
- No watches.
- No cameras.
- No roller blades.
- No water pistols.
- No scooters.
- No basketballs or other similar products unless provided by the pageant with instructions as an accessory
- **No handling of audio equipment on floats.** Pre-set sound is designed to accommodate sound balance and weather conditions.

- No use of mobile phones to make calls or take photos during the Pageant..
- No signage whatsoever unless authorised by the Pageant.

Dispersal at North Terrace / Changing / Makeup removal

- Once you are off your float, leave the area immediately by heading to the Northern foot path of North Tce. You will be directed By pageant officials.
- Please hand accessories, bikes, heads and shapes to pageant officials at the North Tce dispersal area, near the intersection of North Terrace and Pulteney Street (northern side) before you go into the University grounds to go to the return bus departure area. Approach the bus departure area through the University not directly along the foot path. (Please refer to drawing O). Please avoid damaging props.
Note Well. Some specific costume parts will need to be left with the pageant officials at North Tce. You will be advised at your fitting session. E.g. Christmas Trees.
Note Well. Unless you are told differently at your fitting, everything you wear or carry from your costume bag **must** go back with you on the bus to Pulteney Grammar School.
- **Characters** volunteering to go **to the Women's & Children's hospital** assemble at the stairs to the underground University car park, east side of Bonython Hall for makeup check, then proceed to the east end of the underground car park where buses will be waiting for you. Vehicles will leave at 11.35am. Please do not be late!
- Buses will return participants to Pulteney Grammar School. (Buses depart from the Northern footpath on North Terrace just west of Pulteney Street in front of the University (drawing O attached). Please stay in costume until you get back to Pulteney Grammar School. Be patient and wait for the buses. **Do not walk back** to South Tce. There will be enough buses. Your wristband will give you access to the buses. Follow the Marshals directions.
- Portable toilets and water are available near the return bus departure area in the University grounds east of Bonython Hall. Marshals will direct you and assist you in lining up and getting on the buses.
- Buses will return you to the intersection of South Tce and Pulteney Street where you get off and walk to Pulteney Grammar School change rooms.
- Makeup removal will be near the green make up in the north east corner of the Pulteney Grammar School quadrangle. Use your initiative to either remove makeup or change costume first based on numbers in respective areas. Please keep makeup removal area tidy.
- Change into your street clothes, hang your costume on the hanger in the costume bag as you found it at Pulteney Grammar, and hang the bag on the clothes rack.
- Please NOTE WELL - There is no bus return to North Tce.

- Have fun with your audience.
- The pageant is a State Icon. It is one of the biggest and best Christmas pageants in the World. Please, play your part as rehearsed. Comply with what you have been advised through the online training program.
- Play to the TV cameras.
- Relate to the crowds, they want to be entertained.
- Remind the children to keep themselves behind the blue honour line especially if they are tightening your space.
- Maintain spacing and set order as rehearsed and as set out on your float plan. Keep in touch with your home base around your floats. 30 metres between floats is a bit more than the space between light poles along the route. Keep that space when moving and when stopped.
- Clowns and guests please stay in your space between sets as allocated. Keep up your routines central to the road starting at the top of your 30m space doing your routine until the next set approaches. Then go out to the audience, high 5 your way to get to the top of your space and repeat your act. Have a ball!!!!
- Events South Australia (South Australian Tourism Commission) own, direct and produce the Pageant. What you do as a participant from Credit Unions as naming rights sponsors or from other valued sponsors reflects on the Government and your employee and you. Please use your common sense.
- If there is an emergency or evacuation be guided by your float captain, keep yourself safe but if possible continue to entertain the crowds until instructions reach you through pageant officials who are in contact with all emergency services on the day.
- Most importantly – Thank you for joining the party and - HAVE A FANTASTIC TIME!

Security

Every pageant character, volunteer and official shall be provided with a wristband. No wrist band = no access to pageant areas or parade. This includes Pulteney Grammar School. Only one guardian will be allowed into the school per participating child. Others in the company of children must wait outside the school until the child is changed and made-up.

The Events South Australia Information caravan will be situated in the parklands opposite the main entrance to Pulteney Grammar School and another information area is in the Pulteney Grammar quadrangle.

If you aren't sure, read the information board first.

If you are still unsure, please ask

Enquiries on Pageant morning are to be made to one of our officials with a radio.

In an emergency Vicki Wegmann can be contacted on 0417 835 836

Thank you to all of you who give your time to this wonderful event.

Brian Gilbertson
Event Manager & Creative Director
Events South Australia
Credit Union Christmas Pageant