

TRINITY LABAN CONSERVATOIRE
OF MUSIC & DANCE



**TAKE THE LEAD
PARTICIPANT INFORMATION PACK**

MUSICAL THEATRE SUMMER SCHOOL 2017

Participant Information Pack

Dear Participant,

Welcome to our Musical Theatre Summer School 2017!

The following information pack should provide you with everything you need to know about the course.

This Summer School is a great opportunity to be fully immersed in Musical Theatre for a busy work week with us. We hope the course will be a rich and inspiring experience for you. Alongside the daily classes, you will be able to find out about full-time training, look after your body through additional health and well-being activities, watch a leading West End show as well as making new friends, socialising and relaxing in the wonderful Laban Building environment!

This is our fourth year of delivering this course, and we would be very happy to receive feedback as we go throughout the week as we aim to make you feel as welcome and supported as possible.

Should you have any questions prior to the start of the course, or throughout your week with us, please do not hesitate to contact the mtsummerschool@trinitylaban.ac.uk.

We look forward to welcoming you to the Summer School 2017.

Best Wishes



Kate Atkinson
Community & Professional Development Manager (Music)

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1. Staff and Essential Contact Details

The Summer School Team

It's a friendly environment at Trinity Laban, and we ensure that during the course, participants are supported by both our Summer School team and current Musical Theatre student assistants. If you encounter any problems at all please alert a member of the team and we will be happy to help.

Your primary contacts will be:



Kate Atkinson
Event Manager
Community & Professional Manager (Music)



Ben Redmayne
Event Manager
Learning & Participation (Music)

Throughout the week, if you need to contact a member of staff in an emergency, please call Ben Redmayne on 07538 332795. Prior to this, please contact Ben Redmayne on 0208 305 4454 or b.redmayne@trinitylaban.ac.uk

In the event of an emergency during the course time, your next of kin will be contacted as appropriate.

The Summer School Tutors

Alongside Trinity Laban's [Head of Musical Theatre and Programme Leader Victoria Stretton](#), our Musical Theatre Summer School tutor team consists of industry professionals and current members of Trinity Laban's Musical Theatre degree course teaching staff. All tutors have established track records of working in a range of roles across the West End including musical direction, singing, and choreography.

We will be announcing our tutors for Take the Lead in spring 2017.

Class Announcements and Notices

The Laban Building notice boards will be pointed out on the tour of the building, where you find general information and notices. There will be a copy of the schedule and a spare information pack in our main space for reference too.

We will display notices in the main studio to communicate with Summer School participants (E.g. in the case of session or scheduling possible studio changes, staffing changes due to illness) in addition to emailing you via the mtsummerschool@trinitylaban.ac.uk address.

2. About Trinity Laban

Trinity Laban is the UK's only conservatoire of music and contemporary dance. Leaders in music and contemporary dance education, we also provide exciting opportunities for the public to encounter dance and music, and access arts health programmes. The unequalled expertise and experience of our staff and our world-class facilities are housed in landmark buildings.

The Laban Building is one of Europe's leading centres for the training of professional contemporary dance artists. At the heart of South East London's thriving arts community, Trinity Laban is a creative and cosmopolitan community of performers, choreographers, teachers, designers and researchers, and is acknowledged internationally as a leader in the contemporary arts. Our world-class facilities include a 300-seat theatre, studio theatre and outdoor theatre, 13 purpose-built dance studios and an extensive library and archive.

3. Finding the Laban Building

Laban Building, Creekside, Deptford, London SE8 3DZ



By Docklands Light Railway

(recommended route)

The Docklands Light Railway (DLR) offers a frequent service to Cutty Sark station which is a few minutes walk from Laban. The DLR joins to the London Underground at Monument / Bank (Central, Circle and District Lines), Shadwell (East London Line), Canary Wharf (Jubilee Line) and Stratford (Central Line). At Cutty Sark turn right out of the station and right again on to Creek Road. Take the second left after the bridge, Creekside and Laban is on your left. (10 min walk).

By Train

From Deptford Train Station

Leave the train station and turn right onto Deptford High Street. Walk down the road until you can see HSBC Bank on the left. Turn left down Griffin Street so that HSBC Bank is on your right. Walk to the end of the road (past Deptford Lounge – a golden building and Wave Lengths Leisure Centre on your left) and turn left onto Deptford Church Street. Walk as far as the zebra crossing and cross the road. Continue in the same direction until you reach Berthon Street on your right. Walk to the end of Berthon Street and you will be able to see Laban directly in front of you.

From Greenwich Train Station

Leave the station and walk across the car park to the main road, Greenwich High Road. Turn right onto Greenwich High Road and continue walking (past Davy's Wine Cellar) until you get to The North Pole Bar and Restaurant on your right.

Turn right immediately after The North Pole Bar and Restaurant down Norman Road. Take the first left which is a pedestrian path over Half Penny Hatch Bridge. Turn right at the end of this path onto Creekside. After a few minutes walk you will see Laban on your right.

From Lewisham Train Station

From Lewisham train station you can get the DLR to Cutty Sark and follow the directions above. Alternatively, you could hail a taxi, as there is a taxi rank outside the station. It will take about 10 - 15 minutes to get to Laban and will cost approximately £8 - £10.

By Bus

Bus numbers 47, 53, 89, 177, 188, 225 and 453 stop near Laban.

By Road

From Central London: Take the Old Kent Road to its end in New Cross then follow the A2 until you reach the junction for Deptford Church Street. Turn left and continue to the mini roundabout, then turn right into Creekside. From M2/M25: Follow the A2 until you reach the turning for the junction for Deptford Church Street. Turn right and continue to the mini roundabout, then turn right into Creekside. There is limited parking at Laban but there is also public street parking. We have cycle racks at the rear of the building and also a number of disabled parking spaces to the front of the building.

4. Course Structure

When you first arrive here at Laban Buildings...

REGISTRATION & TOUR OF BUILDING: 09.00– 9.20 Monday 31 July 2017.

Please aim to arrive at Laban building **at 8.45** on Monday 31 July, where we will meet you at reception for registration.

At registration we will check that we have all of your contact details correctly recorded, and that your necessary paperwork has been returned. All students must complete an Essential Information Form for health and wellbeing prior to the start of the course; you will not be permitted to take part in the Summer School without this form, as the information is required for your health and safety. This will have been emailed to you if you have not already completed it.

During registration we will give you a hardcopy of your Participant Handbook with a map of Laban Building and a security pass to access the areas of Laban Building the school is based in. Please note that regrettably in the event that you lose or fail to return your pass a replacement fee of £10 replacement will be charged.

From approximately 09.15 we will take you on a tour of the building to make sure you are comfortable in your surroundings for the week, before moving to the studio for your Introduction **at 09.30**.

Trip to the West End

As part of *Take the Lead* you will be attending a West End performance with summer school staff. **The show will be confirmed in spring 2017.**

Provisional Class Schedule – subject to change pending tutor confirmations in Spring 2017

	Monday	Tuesday	Wednesday	Thursday	Friday
09.30-12.30	DANCE A dance session focusing on technical skills development and working towards a routine from a West End show.	MUSICAL THEATRE INTEGRATION Explore how to combine the skills of singing acting and dancing for musical theatre.	DANCE (Continued from Monday's session)	MUSICAL THEATRE INTEGRATION (Continued from Tuesday's session)	SINGING / AUDITION TECHNIQUE This session explores acting through song, giving an insight into how to effectively prepare for and present yourself in singing auditions. Participants are requested to bring an audition song to work on.
12.30	Lunch				
13.30-16.30	ACTING This session will focus on the development of acting in Musical Theatre through the use of duologues.	DANCE This session will explore original choreography from a West End show.	ACTING (Continued from Monday's session)	DANCE (Continued from Tuesday's session)	REHEARSAL / PERFORMANCE Combining all the skills developed across the week, this session will develop participants through rehearsal and towards an informal performance.
16.30	End of Classes				
16.45-17.45		OPTIONAL Consultation Lesson (Singing). N.B lessons are pre-booked at purchase	OPTIONAL Consultation Lesson (Acting). N.B lessons are pre-booked at purchase		

**NB: ALL CLASSES ARE PLANNED TO TAKE PLACE IN STUDIO 03
(Studio 04 & Studio 05 are booked for warm-up/down and breakout spaces as required)**

5. Helpful Notes for the Week

Changing, shower facilities & lockers

Changing rooms and shower facilities are available for all participants to use. If you wish to shower you should bring your own towel and toiletries with you. Lockers are available for participants to use, **please bring your own padlock and key** if you wish to use one. Lockers are along each of the main corridors and can be used by summer school students. In each studio there are storage areas should you wish to keep your belongings with you throughout the day. Belongings are left at the owners risk and Trinity Laban accepts no liability for loss or damage to items

What to wear

Clothes: Participants are advised to wear loose fitting clothes, with layers you can add or remove.

Foot wear: Outdoor footwear is not permitted in the dance studio spaces so classes should be attended in **bare feet or white soled indoor trainers**. Tap shoes are not permitted.

What to bring

You are welcome to bring hand held recorders to record sessions if you wish. You should also ensure you have a plastic drinking water bottle or flask with you. Drinking water fountains are provided around the Laban Building.

Bringing a notebook and pen is also advisable so you can make your own notes. **Participants are encouraged to bring audition music and monologues** as there will be opportunities for feedback and discussion around audition choices and preparation as part of Summer School.

Health and Well-being

You will have completed an Essential Information form prior to the start of the course, and we will flag anything requiring consideration during classes with the tutors - but please also let your class leader know if you have an illness or any injuries which they should be aware of during your participation in classes.

If you sustain an injury or feel unwell at any point during the Musical Theatre Summer School, please let a member of the staff team know. There are First Aiders on site throughout to assist in case of emergency.

The course is fun but can be physically demanding, so we have programmed morning and lunch breaks to enable participants to rest properly. Please take care of yourself and ensure you allow time for warming up prior to classes and ensure you eat and drink sufficiently to sustain yourself appropriately.

Internet Access

Summer School students can use the computers for internet access in the Laban library throughout the course at no charge. We will provide you with an access code at the start of the course, and a guest Wi-Fi code. Please ask at Library reception for further assistance.

Laban Café – So Deli

Meals are not provided at Summer School. However the So Deli Café at Laban Building sells breakfast, snacks, hot food at lunchtimes, a range of salads, sandwiches, freshly baked pastries and hot and cold drinks throughout Summer School. You are welcome to bring your own food with you each day if you want to. Open from 08.30 – 18.30, Monday - Saturday and until 19.30 on performance evenings.

Musical Theatre Summer School Sharing

On Friday 4 August participants will have the opportunity to share what they've learned through an informal sharing. We would like to extend an invitation to your close family to join us in watching, as it will be a fantastic opportunity to celebrate everyone's hard work over the 5 day course! Due to limited space and timings, **only 2 guests per student can attend**. Our Summer School staff will take names from you late in the week, and your guests will be met prior to the sharing. Please ensure punctual arrival to the sharing.

Certificate of Attendance

Each person who takes part in Summer School will receive a certificate of attendance, which will be given out in the final session on Friday afternoon.

6. Local Shops and Services

Surrounding Area

The Laban building is situated on Creekside, a 5-minute walk from both Deptford and Greenwich centres and about a 15-minute walk from Blackheath and New Cross. The local area provides a huge array of shops and entertainment including everything from fine dining to sandwiches and classical music to club nights, plus three weekly markets.

Eating

Greenwich has a number of lively places to eat and drink. For more information and a full listing of places to eat please visit http://www.london-eating.co.uk/boroughs/south_east/greenwich.asp

So Deli at Laban offers daily changing menus of great hot and cold food, as well as snacks and hot drinks.

For a cheap bite to eat, head to Deptford High Street which has a varied selection of cafés and restaurants such as The Deptford Project, which serves handmade sandwiches and salads and good coffee, in a funky old train carriage.



The Big Red, 30 Deptford church Street

Going Out

London has possibly the greatest range of entertainment of any world city, with Sadler's Wells, The Place and The South Bank particularly good for dance.

Greenwich Dance Agency also has a range of dance performances, whilst Up The Creek, just down the road from Laban, is renowned for stand-up comedy on Friday and Saturday nights.

For music, The Venue in New Cross plays host mainly to cover bands and tribute acts, the Amersham Arms, close to New Cross Station, is a good place for live bands. The Albany in Deptford has a wide range of live music, theatre and club nights, whilst Trinity Laban's own Blackheath Halls also has a wide ranging programme.

Film wise, the Greenwich Picturehouse offers mainstream as well as world cinema. Other nearby cinemas include the Surrey Quays Odeon, Greenwich Filmworks (with a massive 18 screens) and Peckham Multiplex.

Going Out Locally

The Albany	www.thealbany.org.uk
The Amersham Arms	388 New Cross Road, T: 020 8692 2047
APT Gallery	www.a2arts.co.uk/aptos/aptgallery.htm
Bearspace	www.bearspace.co.uk
Blackheath Halls	www.blackheathhalls.com
Greenwich Dance Agency	www.greenwichdance.org.uk
Greenwich Picturehouse	www.picturehouses.co.uk
ODEON Greenwich	http://www.odeon.co.uk/cinemas/greenwich/6/
Greenwich Theatre	www.greenwichtheatre.org.uk
The Place	www.theplace.org.uk
Peckham Multiplex	www.peckhamplex.com
The South Bank	www.sbc.org.uk
Up The Creek	http://www.up-the-creek.com/

Shopping

If you need a department store or designer boutiques then you are going to have to hop into central London. However should you need anything else under the sun, then it is pretty likely that you will be able to find it within walking distance.

Need some fresh food? Look no further than the cheap and cheerful Deptford High Street with its great fruit and veg shops, butchers and fishmongers. Or the local Waitrose en route to Cutty Sark station from Laban Building.

Deptford market takes over the High Street and Douglas Square, by The Albany Theatre, on Wednesdays, Fridays and Saturdays, and has a range of stalls with an emphasis on second hand clothes on Fridays.

Greenwich market takes place at the weekends with high quality stalls selling a range of items. Main shops in Greenwich include Waterstones bookshop, Marks & Spencer Simply Food, Superdrug, Boots and several boutique style shops. There is a Post Office (with its own bureau de Change), a pharmacy on Greenwich Church Street and a couple of record shops including a branch of the excellent Music & Video Exchange.

Banks

Barclays Bank plc	197 New Cross Rd, New Cross Gate	T: 0845 755 5555
HSBC Bank plc	275 Greenwich High Road	T: 0845 740 4404
HSBC Bank plc	90 Deptford High Street	T: 020 8210 2200
TSB Bank plc	19 Nelson Road, Greenwich	T: 0845 300 0000
NatWest Bank plc	2 Greenwich Church Street	T: 0870 2403355
The Woolwich	197 Trafalgar Road, Greenwich	T: 020 8858 0827
The Woolwich	80-82 Deptford High Street	T: 0845 0718379

Supermarket / Food Shops

- Sainsbury Local, Creek Road
- Waitrose, New Capital Quay (off Creek Road)
- Tesco Express, Creek Road
- Cost Cutter, Creek Road
- Co-Op, Greenwich High Road, Greenwich (near Greenwich Station)
- Greenlands Wholefoods, 3a Greenwich Market
- Marks & Spencer, Cutty Sark

Dance Wear Shops

- Bloch, 35 Drury Lane, WC2B
- Gamba, 3 Garrick Street WC2
- Dancia International, 187 Drury Lane WC2
- Freeds, 94 St. Martin's Lane WC1
- Porselli, 9 West Street, Cambridge Circus WC2

Post Office

- 261-267 Greenwich High Road, Greenwich

Pharmacies

- Nightingale Pharmacy, 134 Deptford High Street, Deptford
- Duncan's Pharmacy, 193-195 Greenwich High Road, Greenwich
- Meridian Pharmacy, 16 Greenwich Church Street, Greenwich



7. Other Fun Things!

Spare Time

Classes finish at 16.30 each evening (with the exception of the West End trip and optional consultation lessons), in your spare time please feel free to explore the local area around Trinity Laban Conservatoire of Music and Dance. For inspiration, look at local website: <http://www.greenwich.gov.uk/Greenwich/LeisureCulture/Tourism/>

Greenwich is a vibrant area with stylish café bars, restaurants, food and craft markets, culture and national heritage. For other entertainment options, you may also like to look at the following websites; www.visitlondon.com and www.londondance.com.

Laban Health

The Trinity Laban Health team are dedicated to preventing injuries, encouraging health and well-being and providing effective rehabilitation. We encourage you to use the health facilities at the Laban Building during your time here, all provided in three-purpose built Therapy Rooms.

The following specialist treatments are on offer: ***Physiotherapy, Sports Massage, Acupuncture, Acupressure Massage, Craniosacral Therapy, and Feldenkrais.***

To book, call **020 8305 9479** or **020 8305 9482** or e-mail health@trinitylaban.ac.uk.

- **Acupressure Massage** uses a wide range of massage techniques that can be applied either powerfully or gently for subtle energy work. Like other forms of massage it can be used preventatively, to encourage the movement of energy and blood. Acupressure can be used in conjunction with the other branches of traditional Chinese medicine such as Acupuncture.
- **Acupuncture** is a branch of traditional Chinese medicine which uses disposable needles placed into classical acupuncture points in order to stimulate change along the channels of energy which flow around the body. Acupuncture is used to treat a wide range of conditions and addresses both the presenting symptoms and underlying cause.
- **Aromatherapy** massage uses essential oils from plants to heal, alleviate pain and regulate mood. Aromatherapy massage requires the blending of therapeutic essential oils in pure vegetable oil, like almond or grape seed, and then direct application to the body by way of massage is applied.
- **Craniosacral Therapy** is a non-mechanical, non-manipulative treatment. It is a subtle and profound healing form which promotes the body's natural capacity for self-repair. The work can address physical aches and pains, acute and chronic illness, emotional and psychological disturbances or simply help develop wellbeing, health and vitality.
- **Feldenkrais** offers a gentle and practical way of improving movement and well-being. Feldenkrais uses movement to tap the innate intelligence of the human nervous system to create higher levels of function. We

learn to refine our ability to sense movements and to move with greater ease, power and flexibility.

- **Physiotherapists** treat a comprehensive range of conditions using a wide spectrum of rehabilitation exercise programmes to ease your pain and to restore normal function and movement. Physiotherapists use treatment techniques such as manipulation and massage together with ultrasound and other forms of electrotherapy to effectively reduce pain, swelling and inflammation. Each client receives a thorough assessment which determines the diagnosis of their condition. Individual rehabilitation protocols are tailored to meet specific needs.
- **Sports Massage** is the management, manipulation and rehabilitation of soft tissues of the body including muscles, ligaments and tendons. Sports massage is an effective therapy for releasing muscle tension and restoring balance to the body. Through management, manipulation and rehabilitation of the soft tissues of the body, it can be used to aid a variety of ailments/injuries. If received regularly it can help athletes prevent injuries which might otherwise be caused by overuse.

8. Laban Library and Archive

During your spare time at Summer School we encourage you to make the most of Laban's library and archive. Our library offers the largest and most varied open access specialist research collection on dance and related subjects in the UK, covering many aspects of dance in a variety of formats and languages. You are also welcome to use the library's computers and internet.

For further information, see [here](#).

What do I need to get started?

From the above link, use the **Laban library catalogue** to find books, videos, DVDs, CDs, journals, theses, etc., or the **archive catalogue** to search for archival primary material. Once in the Library, you can search **QuickSearch** for access to electronic journals as well.

How do I find things on the catalogue?

1. Enter the author or choreographer (surname, then forename) or the title of the book, video, journal you want to find.
2. Click on the Title drop-down arrow to change where you look to Author to look for a book by an author or dance piece by a choreographer or to Subject to look for items about someone or something.
E.g. Forsythe, William as an author will retrieve items by him as a choreographer. As a subject, it will find items about him.

How do I locate what I've found on the catalogue in the Library?

- Let's say you are looking for *Fifty Choreographers* by Martha Bremser.
- You have entered the author or title and a single line displays the search result. Click on the title for more information.
- Holdings says which collection it is in Library - Dance Books (nearer) or Library - General Books (further up the library), the shelf location and number available.
- The prefix, LAB, indicates that it is in the Dance Books; GEN = General Books
- The suffix, BRE, will help find it on a particular shelf, if there are lots of items shelved at that number.

Apart from **LAB** for Dance Books, what other prefixes and collections are there? The main ones are:

CD	CDs shelved, by the computers
CUT	Cuttings – from newspapers and similar publications
GEN	General Books
JOU	Journals

LAB	Dance Books. Spine labels start with L then a number.
TH	Theses, shelved at the top of the Library
TUT	Tutor shelves, by the computers
VID	Videos and DVDs, shelved by the computers

Where can I get help?

Staff at the **Service Desk** can help you find books, journal articles, DVDs, CDs and web resources, etc. We can also assist with equipment or computer problems. If they cannot answer these, the questions will be forwarded to other support staff.

Music Library – Jerwood Library

We also house a music library at the Kings Charles Court building in Greenwich. You will have access to these facilities throughout the summer school. Please see [here](#) for more details.

9. Further Information

We very much look forward to welcoming you to Take the Lead our Musical theatre Summer School for 2017. Our finalised programme and tutor line up will be announced in Spring 2017, but in the meantime we hope this pack answers any queries you may have in the run up to Summer School. If you do have further questions please do email us and we'll be happy to assist mtsummerschool@trinitylaban.ac.uk See you in Summer 2017!