



junior theatre Festival

INFORMATION PACK
23RD-24TH MAY 2025





Get your jazz hands ready! We're so excited to be returning to the Junior Theatre Festival for the fourth time in a few weeks time, joining 39 other groups from across all parts of the UK, Ireland, France, Malta and Georgia. Please read this information pack carefully as it contains everything you need to know ahead of the trip, including timings, what you need to bring and loads more useful information. If after reading the pack, you still have questions, please email us or to speak to Toby on a class day.

WHAT ARE THE TIMINGS?

FRIDAY 23RD MAY 2025

4:45PM

Meet at the rear of Tolworth Recreation Centre car park

5PM

Coach Departs

7:30PM Approximately

Arrive at Hotel

SATURDAY 24TH MAY 2024

8AM

Festival starts

7PM

Festival Ends - get on coach to head home

9:30PM

Arrive back home at Tolworth Girls outside the front of the school (please ensure someone is there to collect)

Please ensure you allow yourself plenty of time to get to Tolworth Rec as we may not be able to wait for latecomers.



WHERE ARE WE STAYING?

We will be staying at the ibis Styles hotel in Birmingham, which is just a short 8 minute walk to the International Convention Centre. This is the same hotel we have stayed at for the last 3 years!

ibis Styles Hotel Birmingham
65 Lionel Street
Birmingham
B31JE

EMERGENCY CONTACT INFORMATION

In the event of an emergency and you need to get hold of us, please see below the key contact information. Primarily please contact South Side before the venues!

South Side Theatre Academy, +44 793 000 5073
Hotel ibis Styles Birmingham Centre, +44 121 200 1900
The ICC, +44 (0) 121 200 2000

Please note at times during the festival it may be difficult for us to answer the phone. We recommend in an emergency if you cannot get through to us, please contact the Hotel if before 7:30am on the Saturday morning, following this please call the ICC. We will of course endeavour to answer the phone when we can and respond to your messages!



WHAT DO I NEED TO BRING?

- Purple Junior Theatre Festival T-Shirt
- Black trousers/shorts/leggings (can dance in)
- Top/t-shirt
- Underwear & Socks
- Trainers or Dance Shoes (you can easily move in)
- Jumper
- Waterproof coat
- Toothbrush & toothpaste
- Shampoo & soap (hotel does provide too)
- Pyjamas
- iPad/Games Console (for coach) - brought at own risk
- Playing Cards (for coach)
- Reading Book
- Headphones
- Mobile Phone - brought at own risk
- Packed Dinner & Snacks
- Water Bottle
- Medication (if required)
- Godspell Script (optional)

You will be carrying your bag around all day on the Saturday so our advice is pack lightly and pack in a single rucksack, not a pully suitcase. Towels are provided by the hotel!



WHAT FOOD DO WE NEED?

Please bring a packed lunch for your dinner on the Friday coach journey. All 3 meals will be provided on the Saturday.

We do have a nut allergy within the group so please avoid food containing any nuts.

If you would like other snacks these will need to be brought. There are a few food and drink stands at the ICC which students can bring money to buy drinks and snacks at throughout the day, however in past years we have found there isn't much time to go shopping, so please don't bank on this.

WHAT IS THE FESTIVAL SCHEDULE?

8:30AM Festival Kicks Off

9:15AM Adjudication Begins

1:00PM Lunch

2:30PM New Works Showcase

3:15PM Workshops begin

6:00PM Awards Ceremony

7:00PM Festival Ends

Festival Location: The ICC, Broad Street, Birmingham, B1 2EA



SLEEPING ARRANGEMENTS

There will be separate dormitories for boys, girls and gender neutral young people, and appropriate staff to look after these dorms.

Members will share rooms with one other child in their age group.

Staff will have their own rooms, within close proximity to other rooms, so students can find them quickly and easily if required. The hotel also monitor CCTV for us.

MEDICATION

Toby is our trip first aid lead.

All individual medications will need to be labelled, and handed to Toby during drop off, with instructions from parents. This includes any pain medication like paracetamol, travel sickness medication or hay fever medication. This information must also be included in the form you will need to fill in for this trip.

Any members with medication or conditions we need to know about will have a scheduled phone appointment with Toby to discuss what we need to know to best support your child.

We cannot administer any medication except an allergy pen, but we will supervise your child while they take theirs. We cannot hand out painkillers or paracetamol.



EMERGENCIES

Should anything serious happen we will notify parents/guardians immediately and take your child to seek medical help at the local hospital. If students need to come home due to illness or injury, we will discuss with you a plan, either involving yourself coming to pick them up or a staff member will return by train with them.

HOMESICK

Part of going away on residential is about building resilience and confidence – and seeing the week through to the end. Young people are rarely homesick or unhappy at JTF, but if they are we are very experienced in supporting them. If your child feels unhappy for any reason, we will:

- Do our best to understand and reassure them.
- Contact parents to discuss – we ask that as much as possible parents support us in helping the child stay on the residential.
- If still required, we will discuss with parents a plan to get them home safely.

CHAPERONES

The chaperones attending the trip are: Toby Ward-Smith, Sufia Many, Claire Sims, Gemma Collinson, Carla Murphy and Pippa Soanes.



How many adults are attending the trip?

There are 6 adults, including Toby and Sufia from the South Side team, who are attending the trip, including 2 who are first aid trained. All chaperones are DBS checked.

Who will be sharing a room with who?

All rooming has been sorted to ensure that everyone is sharing with a friend from their regular South Side class where possible. Due to numbers and specific room requirements we are unable to adjust roomings or take requests.

Can I contact my son/daughter during the trip?

If your son/daughter has their mobile on them, please feel free if needed. However, please do be rest assured, should we need to contact you in an emergency, we will. If your son/daughter texts you with an issue, please ask them to speak to us so we can help them.

What happens if we get stuck in traffic on the way home?

We will notify all parents/carers via email if we are delayed so you don't have to wait in the car park for us. If you don't hear from us, then we are running on schedule.

What safeguarding processes and procedures are in place?

A full risk assessment and insurance policy is in place for this trip. This is shared with all the adults attending the trip and implemented throughout. The hotel and staff are all fully briefed on our safeguarding policies on the trip.



What should my son/daughter wear to the festival?

Alongside your Purple Junior Theatre Festival T-Shirt, please wear black coloured, plain, trousers or leggings. You must also wear trainers or shoes you can easily dance in. Please make sure they are also comfy as you will be on your feet a lot throughout the day. You're also welcome to wear any South Side uniform you may have including hoodies and tshirts!

Can we follow anything from home?

Check out our social media channels on the day for photos and videos. There will also be content on the MTI Europe social channels. Sadly you are unable to watch anything live, including our adjudication performance, however we do plan on recording it and sending it to you to watch.

We would also love to invite you to our final rehearsal on Wednesday 21st May at 7:40pm to watch our final run-through. Full details will have been sent to you in an email.

Can you help my son/daughter with the medication?

If your son/daughter is required to take any medication or has any specific medical conditions or allergies that we are unaware of please let us know. If you require us to keep hold of the medication we can do this and give it to your son/daughter when required, but we do ask you to complete a medical form attached to this email and send it back please.

GOT ANY OTHER QUESTIONS? EMAIL INFO@SOUTHSIDETHEATRE.COM.