

Helen Reid Hall

Technical Specifications




Walford

Introduction

The Helen Reid Hall Technical Specifications document is a comprehensive guide to audio visual and technical equipment available in the Helen Reid Hall. This guide is intended for hirers and technical staff as reference for hiring and utilising the theatre space. The document is to be used in conjunction with planned consultation with the Helen Reid Hall Operations Officer by all hirers of the venue.

Walford Anglican School for Girls

Walford Anglican School for Girls seeks to serve its community by offering its private facility for hire. At all times Walford Anglican School for Girls reserves the right to accept or reject any request to hire its facility in accordance with the established objectives, principles and standards of the school. The Helen Reid Hall is named after Dr Helen Reid, who was headmistress of Walford from 1972 until 1991.

Contact Details

Kyle Heading
IT Operations Manager

kheading@walford.asn.au
(m) 0407 790 415
(ph) 08 8272 6555

Hire Cost

Hire Cost: \$100 per hour

Tech Cost - Weekend: \$80 per hour

Tech Cost - Weekday: \$70 per hour

Cleaning: \$360 once off (for multiday hire and additional cleaning cost of \$270 per day will apply)

Venue Location

Helen Reid Hall is located within the Senior Campus of Walford Anglican School for Girls. The school is located at 316 Unley Road, Hyde Park, South Australia, 5061. Access to the Helen Reid Hall, outside of school hours, is via the staff carpark. Access to this carpark is via Fashoda Street to the northern (city) side of the school. During school hours, access to the Helen Reid Hall will need to be negotiated with the Helen Reid Hall Operations Officer.

From the City via Unley Road

Travel along Unley Road, heading south (away) from the city.

Travel approximately 1.8km along Unley Road.

Turn right onto Fashoda Street.

Staff carpark entrance will be on your left hand side approximately 1km from Unley Road.

Loading Dock Details

Travel to the end of the staff carpark to access the loading dock at ground level. The loading dock doors are located to the right of the staff carpark.

Access via double fire door with dimensions: 2260mm W x 2300mm High. Access through these doors is straight into the loading dock space. Emergency Egress is required through the loading dock at all times. Maximum storage space within the loading dock is restricted to a space of approximately 3450mm x 2600mm. Height is restricted within the Loading Dock due to an air-conditioning duct. Height within the loading dock ranges from 3.2m up to 4.2m.

The loading dock has direct access to the stage via prompt side. The width of the opening to the stage is 2140mm and is restricted in height to 3200mm due to air-conditioning ducts.

Parking

Parking during school hours is limited and up to two temporary carparks can be made available to hirers. Street parking around the immediate vicinity of the school is time limited during business hours.

Outside of school hours there are approximately 40 carparks available within the school, plus unrestricted street parking.



Seating

The standard seating layout for the Helen Reid Hall is 359 seats in a tiered seating layout. There are 9 rows (A-I) numbered from 1 to 34.

Row J has seating restrictions due to our in-auditorium FOH production position. The standard size production position restricts the seating in Row J, to seats 1 to 17 inclusive and seats 24 to 34 inclusive. Should your event require a larger FOH production position, additional seats will be unavailable in Row J and Row K.

An additional row of seats, Row K, can be added to the back of the tiers. This row is normally reserved for FOH staff and other company members requiring a seat. This row is restricted to seats 2 to 16 inclusive and seat 24 to 33 inclusive.

An additional two rows of seats, Rows AA and BB, can be added to the flat floor in front of the tiers for additional seating. The maximum standard seats in these rows is 30, numbered from 3 to 32. Wheelchair spaces are allocated to the end of these rows: AA1, AA34, BB1, BB34. These spaces can be allocated for wheelchairs only. The capacity utilising the extended seating plan is 419 seats.



Stage Details

The Helen Reid Hall stage is unraked with a tempered Masonite surface painted in a flat black. The FOH area around the stage is Tasmanian Oak. Drilling into the stage surface is not permitted.

Stage loading: Concentrated 200Kg per Sq. Metre.

The Helen Reid Hall Stage is a multipurpose facility and can be arranged in several different formats.

Our standard setup is theatre mode with wings and drapes and curtains. This is defined as our standard layout and is the format that is referenced within this document. Unless specified otherwise, hirers can expect to have this setup in place at the commencement of their hire and the stage must be returned to this setup at the conclusion of the hire.

Our black box setup is generally used for dinners, gala functions, quiz nights, etc. In this format, all wings, curtains and drapes are removed, except for our cyclorama on winch bar #5.

Standard Stage Layout

Stage Dimensions: (FE = Front Edge, SL = Setting Line, CL = Centre Line)

FE Width	16.90m
FE to DS House Curtain (SL)	01.20m
Stage Width at SL	14.70m
FE TO DS Leg	03.65m

Blackbox Layout

Stage Dimensions: (FE = Front Edge, SL = Setting Line, CL = Centre Line)

FE Width	16.90m
FE to DS House Curtain (SL)	01.20m
Stage Width at SL	14.70m
FE TO DS Leg	03.65m

Orchestra Pit

The Helen Reid Hall does not have an orchestra pit. Orchestras can be accommodated in an adjacent room (wall can be removed for access / vision of stage) with video and audio feeds. Please contact the Helen Reid Hall Operations Officer to discuss use of an Orchestra for your event.

Dressing Rooms / Toilet Facilities

The Helen Reid Hall has a large dressing room space downstairs below the stage area. This area measures: 17m X 4m. This area is one large space with no division. It has a carpeted floor and is fitted with a sink, benches along one entire side of the room and mirrors. There is limited seating available within the dressing room. Seats (subject to school use) can be made available for this area. There are 4 large mobile hanging racks available within this dressing room area. Stage Sound and Vision is available to the Dressing Room.

There are no shower facilities available within the Helen Reid Hall complex. There are two unisex toilets, one either side of the dressing room, on the first stair landing for production staff & performers to access.

Wardrobe Facilities

There are no wardrobe facilities available in the Helen Reid Hall.

Green Room

There is no Green Room within the Helen Reid Hall Complex, however, there is a small kitchen area available off the foyer area.



House Lighting

House Lighting is LED Downlights which can be manually controlled in multiple locations around the Helen Reid Hall. House Lighting is also controlled via DMX from the main lighting console. The House Light Dimmer is located in the wings on the prompt side of the stage.

Grid

A fixed grid provides for 6 lighting bridges. FOH bridges are designated FOH Bridge 1 and FOH Bridge 2. Over stage bridges are designated as LX Bridge 1 through 4. There are also two catwalks down the side of the grid.

Lighting Equipment

Lighting Control

1 x Obsidian Onyx software with 1 x HP 230TM 8 Point Touch Screen Monitor.
Standard operating position is FOH auditorium operation position.

1 x DMXKing eDMX4 Artnet Interface in main rack room. Connected to FOH by internal technical production network.

4 x Permanently installed DMX Universes to the Standard Rig from main rack room. 2 x 5-port 5-pin LSC DMX Splitters within the rack room.

House Lighting is addressed on Universe 4, 489 – 512.

Lighting Patch Positions

FOH Bridge 2 with 10 Patch Points, Points 1 through 10
FOH Bridge 1 with 10 Patch Points, Points 11 through 20
LX Bridge 1 with 12 Patch Points, Points 21 through 32
LX Bridge 2 with 12 Patch Points, Points 33 through 44
LX Bridge 3 with 10 Patch Points, Points 45 through 54
LX Bridge 4 with 10 Patch Points, Points 55 through 64
OP Dimmer Room / Rack Room, Points 69 and 70
P Space Opposite Dimmer Room, Points 71 and 72
PS Perch with 6 Patch Points, Points 73 through 78
OP Perch with 6 Patch Points, Points 79 through 84
PS US Tab Wall with 3 Patch Points, Points 85 through 87
PS MS Tab Wall with 3 Patch Points, Points 88 through 90
OP US Tab Wall with 3 Patch Points, Points 91 through 93
OP MS Tab Wall with 3 Patch Points, Point 94 through 96

Patch Points 65 through 68 are unavailable for use.

Dimming and Power

The Helen Reid Hall is equipped with a total of 35 Dimmer Channels for 96 available patch points direct to patch bay within the dimmer / rack room. Dimming Channels 1 – 24 are supplied by 2 x LSC iPak Dimmers, Channels 25-36 (Channel 26 is known Faulty) are supplied by an LSC Wallpak Dimmer.

- 35 x 2.4KVA Dimming Circuits
- 1 x 32A 3 Phase Outlet Located in dimmer room. This outlet is connected as standard to a Jands PDS12RII 12 x 10A Circuits.
- 1 x 40A 3 Phase Outlet located in loading dock next to carpark access door.
- Various 10A outlets throughout stage and auditorium areas.

Power Distribution

A Jands PDS12RII Power Distribution Unit is available in Dimmer / Rack room connected to a 32A 3 Phase Outlet. This forms part of the standard rig and is utilized for lighting, sound and vision. There is capacity available for additional hirer equipment.

Helen Reid Hall has a limited supply of 240V black extension leads with piggyback plugs available by request.

Work Light

Permanent Fluorescent work lights over stage and overhead areas. Blue work lights throughout backstage, wings, loading dock and crossover areas.

Followspot

The Helen Reid Hall does not have any followspots. Followspots can be installed at the rear of the auditorium. Removal of seats from sale is required for the installation of followspots.

Standard Rig

- 6x Acme CM-350Z II m2 (Winch Bar 2), 6 x Acme CM-350Z II m2 (Winch Bar 4) for stage wash.
- 5x Acme XA-400 Spot m2 (Winch Bar 2), 5x Acme XA-400 Spot m2 (Winch Bar 4) for stage effects.
- 6 x ShowPro LED Fresnel and 3 x Acme XA-400 LED Spot m2 (FOH Bridge 1) for FOH Wash & effects.
- 6 x ShowPro LED Fresnel (LX Bridge 1) for US stage wash.
- 6x Event Lighting PixBar12x12 LED Wash lights for Cyc lighting.

Foot Lights fitted to downstage edge, Side Lighting, FX Lighting, Hazer and Mirror Ball available by request. (Hire / Labour charges may apply)

Lighting Fixtures

Type	Total #	Description	FOH	Stage	Store
LED Wash Mover	12	Acme CM-350Z II m2	0	12	0
LED Spot Mover	13	Acme XA-400 Spot m2	3	10	0
LED Cyc	6	Event Lighting Pixbar12x12	0	6	0
LED Fresnel	12	Show Pro LED Fresnel RG-BAL DMX Zoom TR16	6	6	0
LED Wash Static	16	36 x 3W RGB Wash	0	0	16

Audio Equipment

Main Console

1 x Allen & Heath SQ6 (96kHz)

48 Input channels – 25 Faders per layer/6 layers.

SQ – Drive direct recording to USB & 32x32 USB Audio interface

iPad Air – Remote Control

SQ MixPad available for Download to Windows or Mac OSX for pre-configuration or live control of the console.

Standard operating position is FOH auditorium operation position.

The HRH has both hardwired and digital patch points available. The venue standard is:

1x DX168 in the main Rack Room, running FOH, Foldback, Foyer Speakers & extra XLR inputs

1x DX168 on Prompt side under the stage managers' desk

1x DX168 on OP side – however, this is in a mobile rack and can be relocated as required.

Console Information (SQ6): <https://www.allen-heath.com/ahproducts/sq-6/>

Stage Rack Information: <https://www.allen-heath.com/ahproducts/io-dx168/>

Speaker System

The (FOH) speaker system consists of 4 x QSC K Series speakers. All speakers are flown from the fixed grid and provide coverage to the entire venue. The system can be run as a stereo or mono system.

The (Foldback) speaker system consists of 2 x QSC K series speakers. These speakers are flown from Winch Bar #1 and cover most of the stage area. An additional pair of speakers can be added to provide additional coverage upstage.

All system processing is handled by a QSys core & the Allen & Heath SQ6 console.

Audio Playback

2x Apple Mac Mini's (HRH A & B) provide playback for all content. These are both installed with QLab, PowerPoint, Keynote, VLC & other software's to facilitate as many different playbacks as possible. There is also a 3.5mm stereo input lead at the FOH operating point to facilitate devices with a headphone port.

Microphones

The HRH has a variety of microphones that are provided as part of the hire fee.

The standard rig includes 2x wireless receivers (Handheld or Beltpacks) & 7x hanging mics that can be dropped in from the grid to provide stage sound.

The full stock listing is:

Type	Total #	Description
RF Microphones	22	2x Racks of 8 receivers, 1x Rack of 4 receivers & 2x receivers mounted under the stage managers desk. 22 Handhelds or 22 Beltpacks or a mix of both up to 22 units.
Hanging Mics	7	7x Audix hanging condenser mics as part of standard rig that can be dropped in to pick up stage sound.
Piano Mics	2	2x DPA Piano Condenser Mics are available for hire.
SM58	1	1x Shure SM58 dynamic microphone
B57a	1	1x Shure b57a dynamic microphone
e835	2	2x Sennheiser e835 dynamic microphones
NT5	2	2x Rode NT5 condenser microphones
NT55	2	2x Rode NT55 condenser microphones
NT2-A	1	1x Rode NT2-A condenser microphone
NT3	1	1x Rode NT3 condenser microphone
C562 EB	1	1x AKG C562 EB condenser microphone
C-2	2	2x Behringer C-2 condenser microphones
J48	1	1x J48 DI
JDI	1	1x JDI DI
EW300	2	2x Sennheiser EW300 wireless butts (wireless transmitter for wired microphone)

Mic Stands

A Limited number of microphone stands are available for hire.

Cabling Infrastructure

There are hardwired XLR lines, SDI Lines, DMX lines & Cat5 Lines on P, OP & front of the stage at the bottom of the tiered seating.

Electrical

All electrical items brought into the venue by the Hirer are to be inspected by the HRH Operations Officer. All equipment must be tested and tagged with a CURRENT tag and pass a visual inspection by the HRH Operations Officer. Walford does not provide a testing service for electrical equipment. The HRH Operations Officer reserves the right to remove any item from service that is deemed unsafe or does not display a current electrical test tag.

Stage Management Control Facilities

Talkback communication is available to all standard production areas.

- 1 x Jands Ezicom E401 Master Station located in the rack room.
- 1 x Jands Ezicom E101 Substation and Ezicom EHS1 Headset at each of the following locations: Stage Managers Area, Ops Area, OP Crew and FOH Staff
- 1 x Audience Announce from FOH and Stage Management Location
- 1 x Cast Call System via Talkback Communication System.
- 1 x Foyer Announce System via Audience Announce System.

Video System

The HRH Hall is capable of content playback via the in-house computers, AirPlay to the in-house Apple TV or via SDI/HDMI in if requested.

The configurations available are:

- 2x small projection screens at front of stage (under lighting bridge 1)
- 1x large projection screen C stage (under lighting bridge 1)
- Cyc projection

The system also includes 2x video foldback screens either side of the stage facing towards the performers, 1x stage manager screen on P side and 1x screen in the dressing room under the stage.

All screens and projectors can show any combination of inputs as required, however, by default the stage manager & dressing room screens will show the stage camera & the vision foldbacks and used projectors will show the presentation content. Please contact the HRH Operations Officer to discuss your specific projection requirements if not the default configuration.

