

Technical Representative & Peer Training Updates

Training for Technical Representatives

In order to ensure that new Technical Representatives (TR) are familiar with how to safely use certain core systems in the theatre, the ADC management team is asking that technical representatives receive training from management ahead of their get-in.

For **new technical representatives** this involves in-person training on the role of the Technical Representative and relevant systems. Please arrange this training with Eduardo, the ADC's Technical Manager, by emailing eduardo@adctheatre.com.

For **returning technical representatives** we just ask that they read over the training sheets to check if anything has changed since they last worked on a show. This should be done ahead of a show signing off Section 3.

In both cases **the training will be recorded on a training sheet** kept in a folder in the management office (similar to tool training).

TR training is split into the following modules:

1. The Role of the TR (**required**)
2. Work at Height (**required**)
3. Manual Handling (**required**)
4. Operating Counterweights
5. Loading Counterweights
6. Flying Set (flying items that are initially out of weight, overhauling and flying attachments)
7. Rigging Electrical Equipment (e.g. lanterns or speakers at height)
8. Using the Lighting Bridges

Not all of these trainings will be needed for every TR. A TR only needs the ones that will be relevant for their upcoming show or role, and additional modules can be picked up later.

- e.g. a Mainshow Technical Director is likely to need training on *Counterweights Operation* and *Loading and Flying Set*, but not *Using the Lighting Bridges*, while a Mainshow Lighting Designer likely will.
- A Lateshow TR may not need any training if their show is not doing any of the activities covered.

One Night Stands do not need a technical representative unless they are using custom set pieces, or rigging items to fixed rigging positions, or flying items on hems or counterweights.

For all new TRs we strongly recommend that you attend a get-in in advance of running one so you are familiar with what happens during one and how long different jobs usually take.

Peer Training for Stagehands

Where previously no formal training was required for operating or loading counterweights, or for rigging lanterns, we now ask that stagehands doing so are instructed how to by their TR, or someone who has been TR trained in the relevant module.

- E.g. anyone attending a get-in who has been TR trained in loading counterweights can train another stagehand in counterweight loading.

We recommend you get these peer trainings out of the way at the beginning of your get-in to prevent them taking up too much time.

The stage activities that require stagehand peer training are:

1. Counterweight Operation
2. Counterweight Loading
3. Rigging Electrical Equipment (e.g. lanterns or speakers at height)

Peer training should cover the same information as TR training – see the TR training sheets for guidance. These are displayed as signs in the counterweights and loading galleries.

This training must be recorded in ‘Section 6’ of the production’s show folder, with both the trainer and trainee signing off on it.

Trainings recorded in each show’s ‘Section 6’ will be inputted into a Google Sheet. To search what peer trainings you or a stagehand coming to your get-in have visit www.adctheatre.com/stagehands and insert their name into the embedded Google Sheet.

Once a training has been received, it is valid for one year, at which point the trainee should be retrained. This is to ensure that stagehands keep up to date with any changes in safety policy for the above systems. Trainings are automatically marked as ‘Expired’ on the Google Sheet after one year has elapsed.

Individuals who have been TR trained in the relevant activity by management do not require stagehand peer training, and their training does not expire.

THE ABOVE INFORMATION ONLY APPLIES TO PRODUCTIONS AT THE ADC THEATRE, NOT THE CORPUS PLAYROOM