

# stART here.

Montalvo Arts Center

## PERFORMING ARTS SERIES FOR STUDENTS (PASS)

### FAQ SHEET: EDUCATOR/HOMESCHOOL PARENT/CHAPERONE

**WELCOME!** You will be greeted by Montalvo volunteers and staff who will check-in your class and guide you and your students to the restrooms and the Carriage House Theatre. This takes place upon unloading buses in Lot 2 or at the entrance of the Carriage House for those cars parking in Lot 3.

- **Directions to Montalvo Arts Center:** 15400 Montalvo Road, Saratoga, CA 95070
- **Map of Montalvo Arts Center**
- **Share ADA needs 2 weeks prior to performance to receive accommodations:** [learn@montalvoarts.org](mailto:learn@montalvoarts.org)
- **Public Restrooms:** Please note that the restrooms are open to hikers and the public.
  - Spanish Courtyard, in the back of the Villa – between Bus drop-off & theatre
  - Outside the theatre
  - Parking Lot 4

---

#### **9:30am PERFORMANCE (60min)**

9-9:10am	<b>Arrival</b>
	<b>Bus Drop Off:</b> Parking Lot 2
	<b>Bus Parking:</b> Parking Lot 4
	<b>Car Parking:</b> Parking Lot 3
9:20-9:30am	<b>Seating</b>
9:30-10:30am	<b>Performance and Q&amp;A</b>
10:30	<b>Departure</b>

#### **11:30am PERFORMANCE (60min)**

11-11:10am	<b>Arrival</b>
	<b>Bus Drop Off:</b> Parking Lot 2
	<b>Bus Parking:</b> Parking Lot 4
	<b>Car Parking:</b> Parking Lot 3
11:20-11:30am	<b>Seating</b>
11:30-11:30am	<b>Performance and Q&amp;A</b>
11:30	<b>Departure</b>

---

#### **SEATING**

Students will line up outside the theater and be guided into the theater to their seats. To help students have the best possible view, we ask that adults sit near the aisles and allow students to sit in the center. This also supports any need during the show for chaperones to escort students to the bathroom.

## **AUDIENCE THEATRE ETIQUETTE**



### **Quiet: *Please be quiet. No talking!***

Everyone in the audience is expected to be very quiet. Even whispered conversations can be heard.



### **Cell phones: = *Keep phones on silent and out of sight.***

Chaperones and students must silence their cell phones. No pictures or video.



### **Food: *No eating or drinking!***

Eating and drinking are not permitted in the theatre. *All food and drink must be kept outside the theatre.*



### **Applause: *Please clap for performers!***

Performers enjoy knowing that the audience is appreciating their skilled performances.



### **Seats: *No jumping or banging the seats!***

Please treat the historic theater seats and the building with care. *No shoes on seats!*

## **FAQs**

### **What should I do to prepare students to attend a theatrical performance in a theater?**

Please review the education guide provided, in addition to audience theatre etiquette above.

### **What should we bring?**

Bring only what you need for the performance, such as specific medical supplies—backpacks are not allowed in the theater. If you reserve a lunchtime slot, please bring your own food.

### ***IF we are bringing a picnic lunch for after the 11:30 show, what do I need to know?***

12:30 Lunch on the grounds is by reservation only ([learn@montalvoarts.org](mailto:learn@montalvoarts.org)). Students must bring their own bag lunches; no food, drinks, or picnic tables are available. Each group will receive a tub for lunch storage during the show. Picnic blankets are recommended.

**Location options:** West Lawn or Great Lawn or Villa steps

**Trash:** Please remove all trash! As a county park, we follow “leave no trace.”

### **What if it rains? *The show will go on!***

Please bring umbrellas because students will need to walk to and from the parking lots.

### **Can we hike after the show?**

Montalvo Art Center hosts Santa Clara County Park trails open for self-guided hikes. Cell service is limited. Trailheads are in all four parking lots and behind the box office.

### **What is your Cancellation Policy?**

Tickets are non-refundable. With 60 days’ notice, we will try to reassign them to another performance this school year (based on availability). Subsidy recipients must also give 60 days’ notice so tickets can be reassigned; failure to do so may affect future eligibility.