



**ANDREW
CURPHEY
THEATRE
CO.**

Shine (Sunday Team)

Sunday 25th January 2026 – 1:00pm and 6:00pm

The Brindley Theatre, Runcorn

Dear Parent/Carer,

We are thrilled that your child will be performing in our upcoming production, *Shine (Sunday Team)*, with two performances on Sunday 25th January 2026 at 1:00pm and 6:00pm at The Brindley Theatre.

All students receiving this email are required to participate in both performances.

If your child is unable to attend for any reason, please notify us.

NUT ALLERGY

Please be aware that some of our performers have severe allergies to nuts and peanuts. We kindly ask that any food products brought on site are completely free from nuts and peanuts.

TICKETS

Available via:

<https://www.quaytickets.com/thebrindley/en-GB/shows/shine%20-%20andrew%20curphey%20theatre%20company/events>

WHOLE CAST REHEARSAL

Thursday 22nd January 2026

5:30pm to 8:30pm

The Brindley Theatre, Runcorn

This rehearsal is compulsory for all performers. It is the only opportunity to rehearse on stage as a full cast.

If a performer misses this rehearsal without prior agreement, they will unfortunately not be able to perform in the show.

- Performers should wear their ACTC t-shirt with plain black leggings, shorts, trousers or joggers. Costumes are not required.
 - Please ensure your child eats before the rehearsal. Food is not permitted in the auditorium.
 - Only bottled water with a sports cap is allowed.
 - All performers will remain in the auditorium for the duration of the rehearsal.
 - Performers must be dropped off and collected from their allocated Sign In Door (see next section).
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SIGN IN DOOR ALLOCATION (for both Rehearsal and Show Day)

Due to ongoing Brindley works and to support smoother arrival and collection, we have now confirmed that we can have two Sign In Doors:

Sign In Door A (Gallery Door on the Café Terrace)

- Runcorn Performing Arts Junior (Thursday)
- Runcorn Drama (Thursday)
- Widnes Performing Arts Junior (Friday)
- Widnes Drama Junior (Friday)

Sign In Door B (New Theatre Entrance on the Café Terrace)

- Runcorn Dance (Wednesday)
- Widnes Performing Arts Senior (Friday)
- Widnes Friday Drama Senior (Friday)
- Musical Theatre (Tuesday)
- Performing Arts Adults (Thursday)

All performers must be signed in and out from their assigned Door. Once signed in, children are the responsibility of ACTC staff and licensed chaperones.

SHOW DAY SCHEDULE – SUNDAY 25TH JANUARY 2026

11:00am – Arrive and sign in at your allocated Sign In Door

1:00pm – First performance begins

Approximately 3:30pm – Collection from the same Sign In Door

5:00pm – Return to theatre and sign in at same Sign In Door

6:00pm – Second performance begins

Approximately 8:30pm – Final collection from the same Sign In Door

SIGN-OUT & COLLECTION PROCEDURE

At the end of each performance, audience members will be asked to leave the building before collection begins. We won't be able to begin sign out procedures until the building is clear.

Outside we ask that all parents and carers stand well back from the Sign In Door while signing out takes place.

Children will be signed out in the class order stated in this document.

Your child's name will be shouted when it is their turn, and only then should you move forward to collect them.

Please wait patiently and support us in maintaining a safe and organised process.

Senior Students Only:

Collection – If your child has permission to leave the venue unaccompanied after rehearsals or after each performance, we must receive email consent by Monday 19th January 2026. Due to temporary arrival and exit procedures, it is essential that we are informed in advance.

Please email glenda@actheatrecompany.co.uk to confirm your permission.

CHAPERONES – IMPORTANT NOTE

To ensure licensed chaperones are in the building and ready to support the children, we have asked them to move to the front of the sign-in queues. Please support this if you see someone stepping forward. In some cases, they may also have their own child with them who is performing in the show. We appreciate your understanding and cooperation.

COSTUMES, HAIR & MAKEUP

- All costumes/accessories must be clearly labelled with your child's name.
- Costume/Accessory details can be found here:

<https://www.actheatrecompany.co.uk/shine>

Hair: Should be neat, tidy, and tied up off the face where appropriate.

Makeup: Optional, but must be applied at home before arrival. Please keep it minimal and appropriate for the stage (e.g., foundation, blusher, light eye makeup). Makeup must not be brought to the theatre.

Primary School Children - Mobile phones are not permitted.

FOOD & DRINK

- Please ensure your child has eaten before arriving on show day and again before returning for the evening performance.
 - There will not be time to eat between arrival and the first show.
 - A small snack and bottled drink with a sports cap may be brought. Please avoid sugary snacks that could make children feel unwell or overly energetic.
 - After the first performance, children can leave their costumes in the dressing room ready for the evening show.
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PARKING & ENTRY

Free parking is available at the former Crossville Car Park (next to Costa)
Postcode: WA7 5TW

From the car park, cross the footbridge, follow the towpath, and take the ramp up to the Café Terrace.

Please note: Audience members and students must not use the rear Brindley car park or attempt to enter via the original stage door. This area is currently out of bounds.

FINAL NOTES

- Neither ACTC nor The Brindley Theatre can accept responsibility for misplaced or stolen items.
- Please do not send valuables with your child.

As you are aware, The Brindley Theatre is currently undergoing an extension project, and our procedures are being implemented in line with their guidance. The current changes have been enforced by the theatre for safety reasons.

The Brindley Theatre has shared the following statement:

“Thank you for your cooperation during this time. This is a temporary measure, and as soon as we are able, we will return to our previous system. For now, we have found this to be the safest and most efficient route.”

If you have any questions or concerns, please don't hesitate to contact us.

We are so excited to bring this production to the stage and can't wait for an amazing show day.

Many thanks,
Andrew