

WELCOME

We are delighted to welcome you to The Octagon Theatre and we hope you have an enjoyable time with us. Please feel free to provide any comments or suggestions, which you feel would enhance your visit. A comments section is included in this pack.

You may be interested to know the following facts about the Octagon Theatre:-

- ✓ The Octagon Theatre receives over 200,000 visitors and presents over 250 performances per year.
- ✓ Our pantomime production was seen by over 27,000 people in the previous year, as friends and family came together for the festive season.
- ✓ The Octagon was rated as the top South Somerset District Council service (86%) used by residents in the 2005 BMG survey.
- ✓ The Octagon Theatre contributed £5million to the local economy over an 18-month period, founded by an independent study carried out by Theatre Severn in Shrewsbury.
- ✓ The Octagon Theatre is South Somerset leading venue.
- ✓ The Octagon Theatre attracts a wide ranging audience, both geographically and demographically. A lot of our visitors travel from outside of South Somerset.
- ✓ The Octagon Academy was launched in 2010 and over 200 people from 15 months to 73 participate in a range of dance, singing, musical theatre, fitness and drama classes every week.
- ✓ Literary Festival began in 2013 and welcomes celebrities, writers, artists and broadcasters to South Somerset for events over 4 days each year
- ✓ The Foyer Club comprises of over 80 volunteers who donate approximately 14,000 hours per year to services to the Octagon.

USEFUL CONTACTS

NAME	POSITION	TELEPHONE	EMAIL
Adam Burgan	Arts & Entertainment Manager	01935 845911	adam.burgan@southsomerset.gov.uk
Kate Wigmore	Deputy Manager	01935 845901	kate.wigmore@southsomerset.gov.uk
Sean Welsh	Operations Manager	01935 845909	sean.welsh@southsomerset.gov.uk
Danny Norris	Technical Manager	01935 845915	danny.norris@southsomerset.gov.uk
Sally Field	Box Office Supervisor	01935 845931	sally.field@southsomerset.gov.uk
Rebecca Thomas	Duty Manager	01935 845930	rebecca.thomas@southsomerset.gov.uk
Louise Field	Relief Front of House	01935 845930	louise.field@southsomerset.gov.uk
Paul Conen	Duty Manager	01935 845930	paul.conen@southsomerset.gov.uk
Hannah Lury	Marketing Officer	01935 845906	hannah.lury@southsomerset.gov.uk
Julie Wills	Catering Team Leader	01935 845909	julie.wills@southsomerset.gov.uk
Sharon Athersuch	Admin & Finance Officer	01935 845900	sharon.athersuch@southsomerset.gov.uk
Sally Fulcher	Development and Admin Officer	01935 845945	sally.fulcher@southsomerset.gov.uk
Kathryn Monkton	Technician	01935 845917	kathryn.monkton@southsomerset.gov.uk
Dave Perry	Technician	01935 845917	dave.perry@southsomerset.gov.uk
Chris Handcock	Technician	01935 845917	chris.handcock@southsomerset.gov.uk

Please note that any internal calls only require you to dial the last four digits.

If you have been emailed this document, you can access all the websites within by holding down the CONTROL KEY and CLICKING ON THE LINK.

THEATRE INFORMATION

Octagon Security Passes

When you arrive at the Theatre the Technical or Front of House staff member will show you the backstage areas and provide you with a pass for access.

The Green Room

The Green Room is located backstage and is closed to the public, so is only used by Cast and Crew. We provide a kitchenette with fridge-freezer, microwave, internet access and tea/coffee is available. If you need anything else, please contact a member of staff.

Parking

The Theatre has several car parking spaces; however these can get full quickly. Petters Way Car Park is only 1 minute away and parking is free after 6pm.

Prelude Bistro & Bar

The 'Prelude' bistro and bar is situated on the first floor and provides a cosy, relaxed atmosphere, where you can unwind and enjoy good home cooked food. For any catering enquires or to see the latest menu, please contact Julie Wills, Catering Team Leader.

CCTV

CCTV is in operation throughout the building.

Personal Items

The Octagon Theatre cannot accept any liability for damage to, loss of or theft of personal property on its premises. Please do not leave money or valuables unattended.

Access

Lift access to the Prelude Bistro & Bar and Upper Auditorium. There is level access to the Foyer, Toilets, Auditorium and Johnson Studio.

Smoking

Smoking in The Octagon Theatre is strictly prohibited.

Cleanliness

Please dispose of your rubbish in the bins provided and leave the dressing rooms tidy. Also, please do not expose any naked flames (e.g. candles) in the dressing rooms.

THEATRE INFORMATION

EVACUATION PROCEDURES

Please note the visiting company assembly point is **The Country Park (CAP)**
This is situated behind the theatre via the fire exits backstage.

General Procedures on Discovering a Fire

1. Raise the alarm using the alarm button (break glass) nearest to the fire and inform other people in the immediate vicinity.
2. Close the doors and make your way to the nearest exit and report to the assembly point (CAP).
3. Please do not use the lifts.
4. Please do not return to collect personal possessions or wander off.

Access If the Fire Alarm is activated

If the Fire Alarm is activated then RED LIGHTS will flash and a LOW-SOUNDING DRONE will be heard. An evacuation announcement will be made and you will be required to go immediately to the Assembly Point using the nearest fire exit.

Once outside of the theatre report to your Manager and please do not return to the building until the Duty Manager gives the call clear.

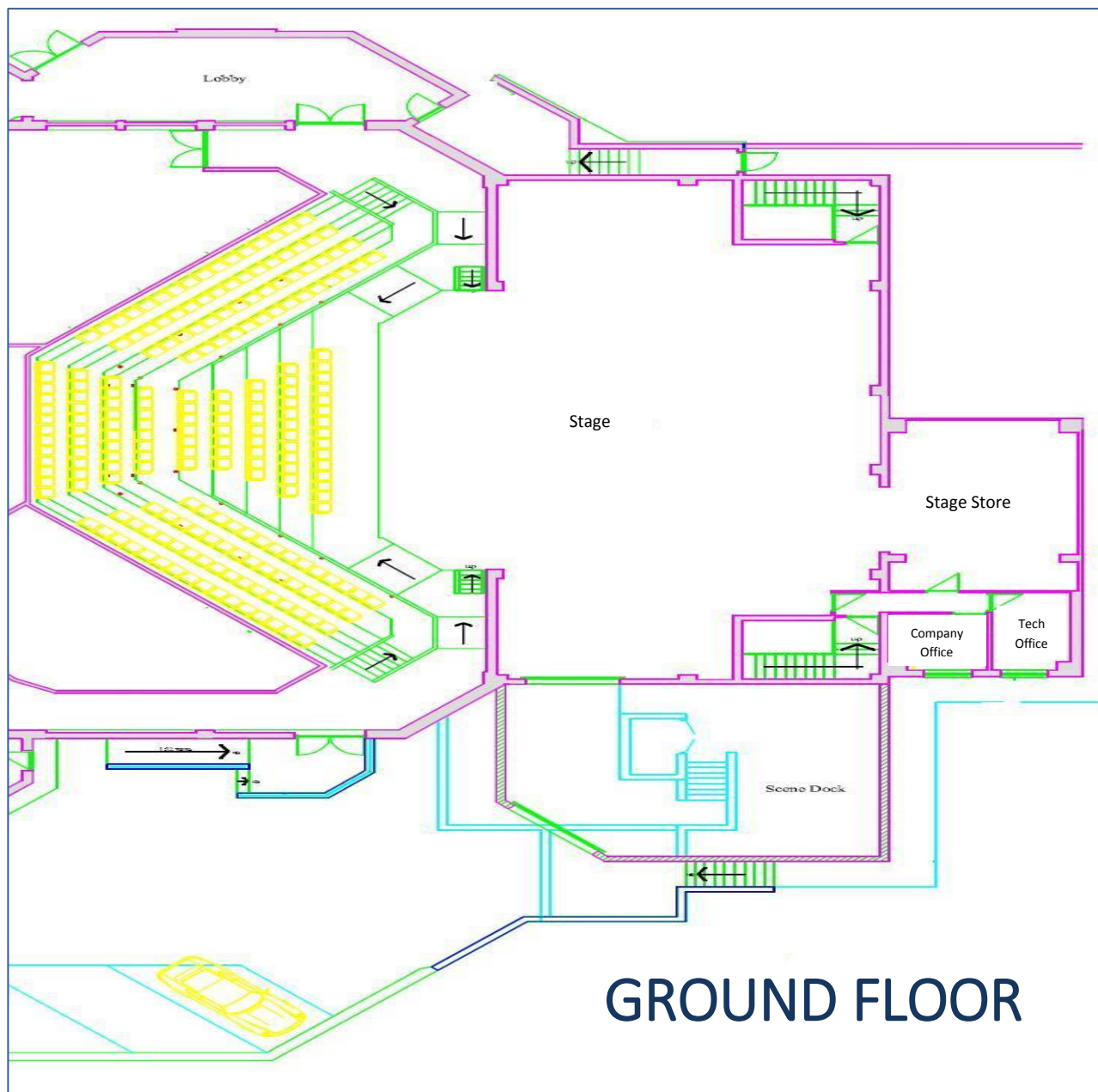
On Hearing an Evacuation Announcement (not the fire alarm)

The Duty Manager will make an announcement through the P.A. system to evacuate the site. Please listen carefully, as they may tell you to leave the building via a certain exit or to assemble in a different place.

Again, please do not use the lifts or collect any personal belongings.

Nobody is to return to the building until the Duty Manager gives the all clear.

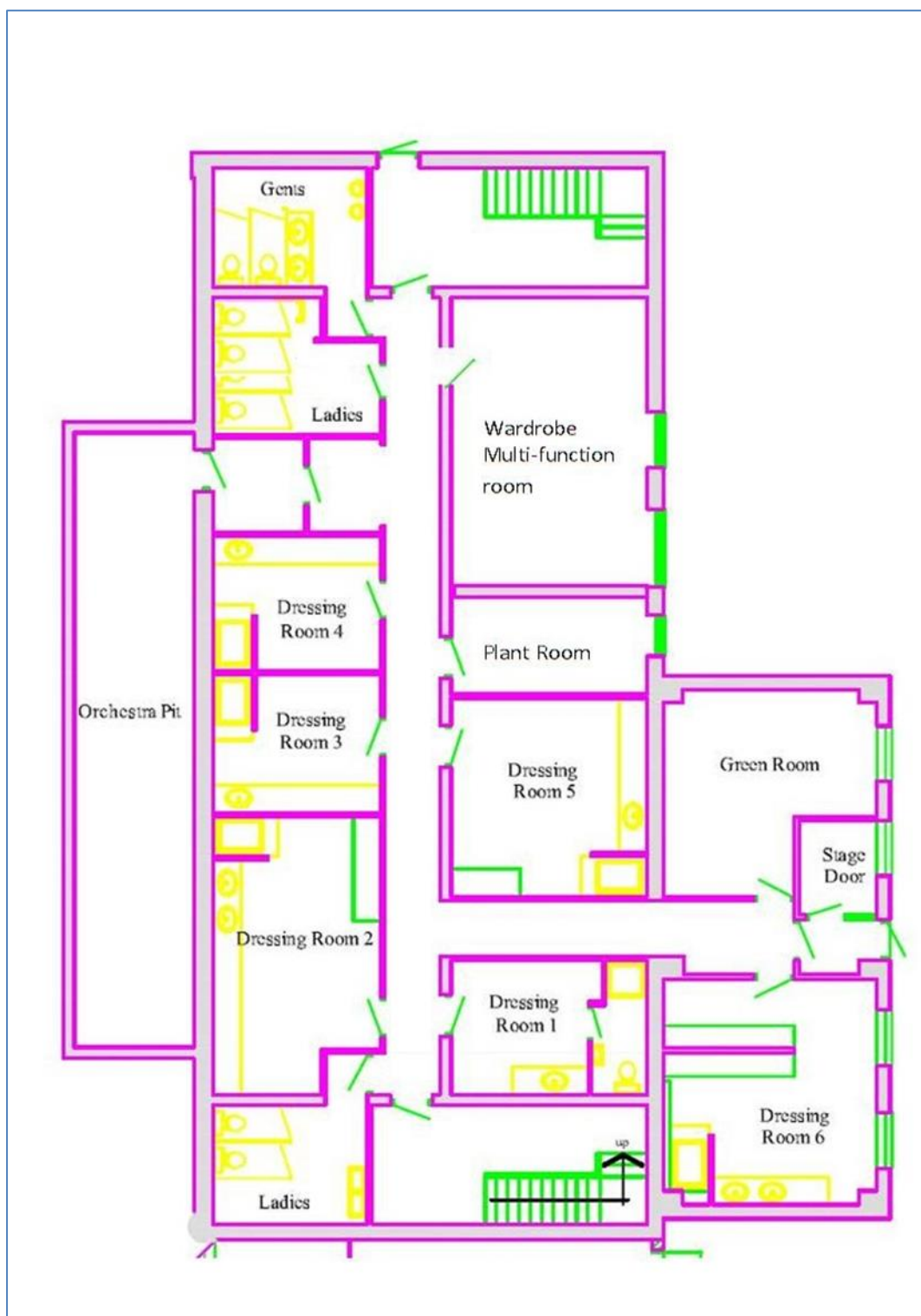
GROUND FLOOR INFORMATION



GROUND FLOOR

ROOM NAME	TELEPHONE EXTENSION
Prompt Corner	01935 845925
LX Room	01935 845941
Technical Office	01935 845915

DRESSING ROOM INFORMATION



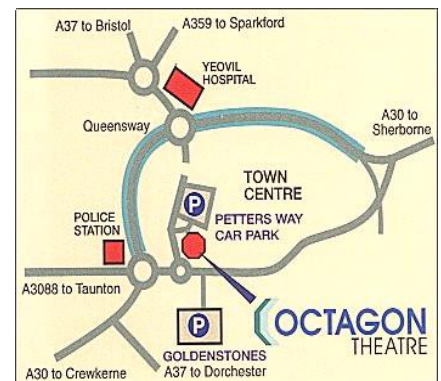
HOW TO FIND US

Octagon Theatre, Hendford, Yeovil, Somerset, BA20 1UX

The Octagon Theatre is situated on the southwest of the town centre, next to the Petters Way car park.

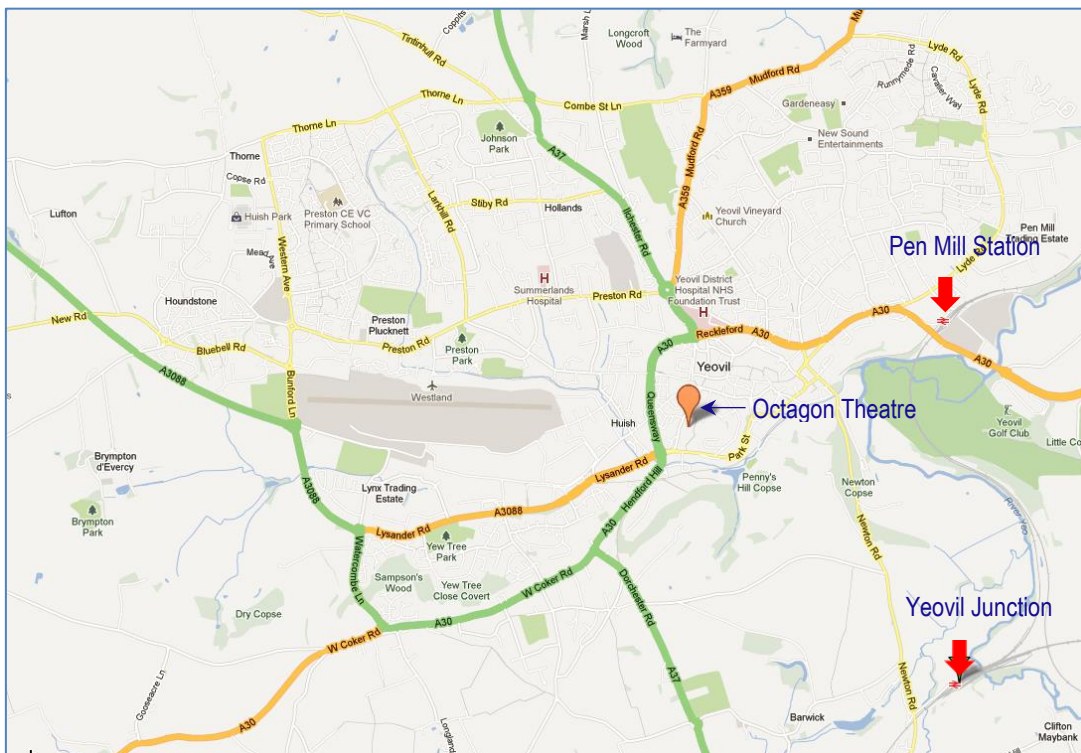
Car Parking

Petters Way car park is situated opposite the theatre. Additional spaces are available at Goldenstones leisure facilities at Nine Springs Country Park. Parking is free after 6pm.



By Train

There are two train stations situated in Yeovil as below:



HOW TO FIND US

YEOVIL PEN MILL STATION, (YVP) BA21 5DD

- ▶ Good links with Bristol, Weymouth as well as many smaller nearby towns.
- ▶ 1.7 miles from the Theatre
- ▶ Approximately 6 minutes by car
- ▶ Approximately 25-minute walk, but would recommend travelling by taxi.
- ▶ For up to date information visit:
<http://www.nationalrail.co.uk>

YEOVIL JUNCTION STATION, (YVJ) BA22 9UU

- ▶ Excellent link with London Waterloo – direct line
- ▶ 2.22 miles from the Theatre
- ▶ Approximately 7 minutes by car
- ▶ Approximately 45-minute walk, but would recommend travelling by taxi.
- ▶ For up to date information visit:
<http://www.nationalrail.co.uk>

By Bicycle

There is a cycle path from Pen Hill Station to the Octagon Theatre, but if you are not a confident at cycling it would be advisable to get a taxi. (Taxis contact numbers listed are under local facilities).

For a bespoke route if you go to Transport Direct it will plan a cycling route:

<http://www.transportdirect.info>

Or

SCC's 'Moving Somerset Forward group' publish cycle maps for various towns including Yeovil, which you can download:

<http://www.somerset.gov.uk/irj/public/services/directory/service?rid=/guid/60396940-7a39-2c10-9282-edb93c7a68c6>

HOW TO FIND US

By Road

South Somerset has a good road network and is easily accessible from different parts of the country

- Travelling from the midlands and the north of England, use the M5 to junction 24 (Bridgwater) or 25 (Taunton)
- From London and the south-east use the M25, M3 and the famous A303!
- From Hampshire and Dorset use the A35 or the A37 and from Devon and Cornwall the A30 and A303

AA Route Planner can help you plan your journey with timings and mileage.

BBC Somerset travel news gives up-to-date information about local roads.

By Air

Bristol International Airport is 35 miles from Yeovil, Exeter Airport is 40 miles and Bournemouth Airport 35 miles.

By Bus

Yeovil Bus Station is approximately 10 minute walk from the theatre and bus stops are located in and around town.

By Coach

Berry's Coaches go from London Hammersmith Bus Station Bay D to Yeovil Bus Station and vice versa. To check the timetable www.berrycoaches.co.uk

WIRELESS INTERNET ACCESS INSTRUCTIONS


PC

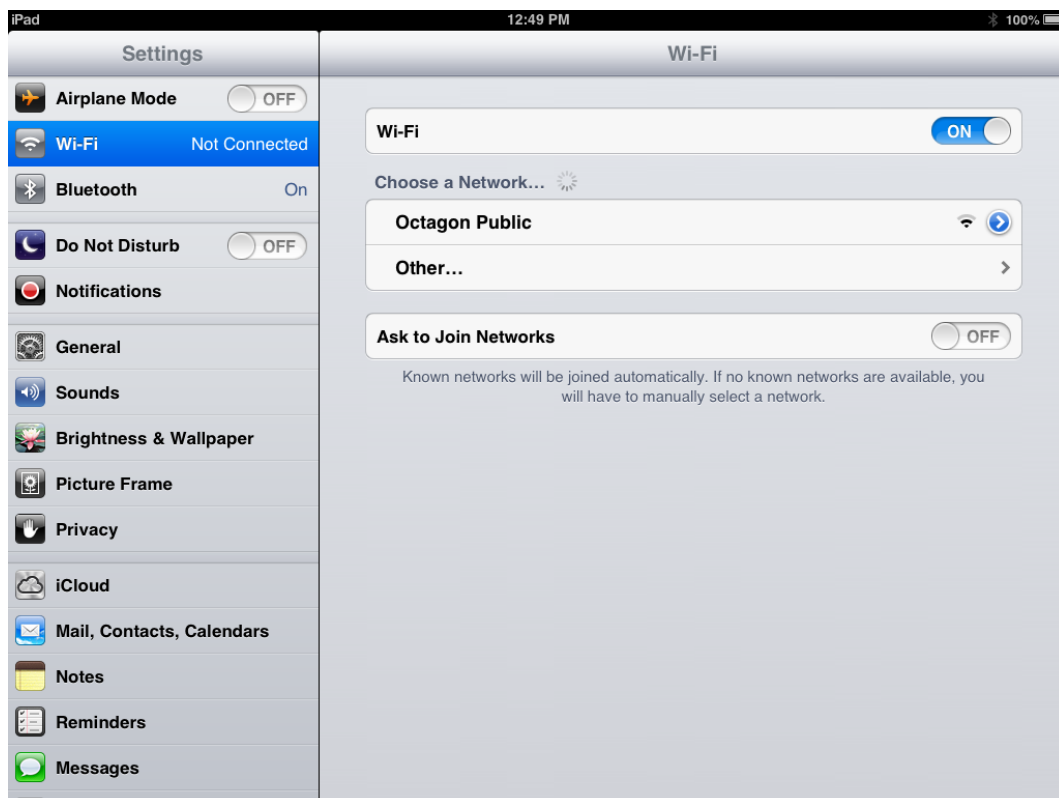
- ❖ Firstly, ensure that you have a wireless enabled laptop.
- ❖ When you have logged into your computer right click on the wireless icon which can be found on the task bar at the bottom of the screen.
- ❖ A pop-up box will appear showing options as displayed below, select View Available Wireless Networks.
- ❖ You will then see this screen, highlight “Octagon Public” and click the Connect tab in the bottom right-hand corner of the screen.
- ❖ A new window will open with our Terms & Conditions at the bottom, please read these.
- ❖ Click the accept button at the bottom of the page.
- ❖ You should now have Internet Access



WIRELESS INTERNET ACCESS INSTRUCTIONS

Apple Products

- ❖ Tap Settings > Wi-Fi. If Wi-Fi is off, turn it on by tapping the on/off icon.
- ❖ Available Wi-Fi networks appears under "Octagon Public"
- ❖ Locate and tap the Wi-Fi network.
- ❖ Check the Wi-Fi signal strength in the status bar or Wi-Fi menu. The more bars the stronger the signal .
- ❖ If you only have a single bar or you still cannot locate your Wi-Fi network: Move closer to the Wi-Fi access point or router.
- ❖ Safari may display a web page that allows you to sign in to use the service.
- ❖ Click the accept button at the bottom of the page.
- ❖ You should now have Internet.



ACCOMMODATION

NEARBY HOTELS TO THEATRE & TOWN



MANOR HOTEL
26 Hendford
YEOVIL
BA20 1TG

Tel: 01935 423 116
www.oldenglishinns.co.uk/yeovil/

Just across the road from The Octagon



CITY LODGE YEOVIL
13-16 South Western Terrace
YEOVIL
BA20 1NB

Tel: 0870 444 1357
www.citylodgelyeovil.co.uk

Easy walking distance to the town



THE KEEP
8 South Street
YEOVIL
BA20 1QE

Tel: 01935 479 768
www.thekeephotelyeovil.com/location/

In town and close to The Octagon



PREMIER INN
Key Market House
Middle Street
YEOVIL
BA20 1LJ

Tel: 0871 527 9426
<http://www.premierinn.com/>

Easy walking distance to the town

RURAL HOTEL ACCOMMODATION



YEOVIL COURT HOTEL
West Coker Road
YEOVIL

Tel: 01935 863 746
www.yeovilhotel.com/

1.7 miles from Theatre



THE MASONS ARMS
41 Lower Odcombe
Odcombe
YEOVIL
BA22 8TX

Tel: 01935 862 591
www.masonsarmsodcombe.co.uk/

4.2 miles from Theatre



THE HELYAR ARMS
Moor Lane
East Coker
YEOVIL
BA22 9JR

Tel: 01935 862 332
<http://www.helyar-arms.co.uk/>

2.8 miles from Theatre



THE HOLLIES HOTEL
Bower Hinton
Martock
YEOVIL
TA12 6LG

Tel: 01935 822 249
www.thehollieshotel.co.uk

8.9 miles from Theatre

LOCAL FACILITIES & AMENITIES

TAXIS

ABBA CABS , 30a Middle Street, Yeovil. BA20 1LY	Tel: 01935 431711
RADIO CABS , 30a Middle Street, Yeovil, BA20 1LY	Tel: 01935 426666
TAXI DIRECT (Yeovil) , Pen Mill Station, Yeovil, BA21 5DD	Tel: 01935 808182
TAXI SERVICE (Yeovil) , 5 Central Road, Yeovil, BA20 1JL	Tel: 01935 433332

HOSPITAL

YEOVIL DISTRICT HOSPITAL, Higher Kingston, Yeovil, BA21 4AT Tel: 01935 475122

NHS DIRECT HOTLINE - www.nhsdirect.nhs.uk Tel: 0845 4647 or 111

NHS Direct can offer medical advice and will also advise on the availability of local GPs who are able to see temporary patients.

NHS WALK IN CENTRE

NHS YEOVIL HEALTH CENTRE, 37 Middle Street, Yeovil, BA20 1LS Tel: 01935 709269

Open 8.00am – 8pm, 365 days a year (including Christmas and Bank Holidays). The Centre is on the upper floor in Boots the Chemist and has a pharmacy.

DENTISTS - YEOVIL

SOUTHWOODS DENTAL PRACTICE , 6 Southwoods, Yeovil, BA20 2QG	Tel: 01935 421249
HENDFORD DENTAL PRACTICE , 30 Hendford, Yeovil, BA20 1TG	Tel: 01935 433337
THE TRINITY HOUSE DENTAL PRACTICE , 17, Peter Street, Yeovil, BA20 1PN	Tel: 01935 415605
Contact NHS direct for out of hours dental services within this area	Tel: 0845 4647 or 111

OSTEOPATH - YEOVIL

RACHEL CAMERON , Belmont House, 6 Hillgrove Avenue, BA20 2LP	Tel: 01935 413840
ANTHONY BICKLEY , Nine Springs Natural Health Centre, 70 Hendford, BA20 1UR	Tel: 01935 422488

CHIROPRACTIC

YEOVIL CHIROPRACTIC CLINIC, 142 Sherborne Road, BA21 4HQ Tel: 01935 423138

LOCAL FACILITIES & AMENITIES

HEALTH CLUB FACILITIES (GYM & SWIMMING POOL) - YEOVIL

GOLDENSTONS LEISURE CENTRE, Brunswick St, Yeovil, BA20 1QZ Tel: 01935 845888

(A couple minutes walking distance from the Octagon Theatre)

NUFFIELD HEALTH FITNESS & WELLBEING CENTRE, Old Station Rd, BA20 1NR Tel: 01935 415633

POLICE STATION

YEOVIL POLICE STATION, Horsey Lane, BA20 1SN Tel: 101

YEOVIL POST OFFICE

King George Street, Yeovil, BA20 1PZ Tel: 08457 22 33 44

(Open 9.00am – 5.30pm, Monday to Saturday)

Central customer services

LIBRARY

YEOVIL LIBRARY, King George Street, Yeovil, BA20 1PY Tel: 01935 423144

(Opposite the Post Office)

HAIRDRESSERS - YEOVIL

THE HAIR SHOP (CYRIL GALLIE), St Johns House, Church Street, BA20 1HE Tel: 01935 477838

TONI & GUY, 14 High Street, BA20 1RQ Tel: 01935 403910

UNISEX HAIR SALON, 2 Westminster Street, BA20 1AE Tel: 01935 423301

MUSICAL INSTRUMENT SHOPS

WATERLOO MUSIC, 16 Hendford, Yeovil. BA20 1TE Tel: 01935 507330

ACE ACOUSTICS, Station Rd, Castle Cary, BA7 7BU Tel: 01963 351313

WESSEX MUSIC, Compton Court, Coldharbour, Sherborne, DT9 4AG Tel: 01935 816960

CINEMA

CINeworld, Yeo Leisure Park, Old Station, Yeovil, BA20 1NP Tel: 0871 200 2000
Central customer services

LOCAL FACILITIES & AMENITIES

BICYLCE REPAIR

ROCK & ROAD, Lynx Trading Estate, Merlin Road, Yeovil, BA20 2GZ

Tel: 01935 431937

BANKS/CASH POINTS

BARCLAYS, King George Street, Yeovil, BA20 1PX

Tel: 08457 555 555

HSBC, 1 Middle Street, Yeovil, BA20 1LR

Tel: 08457 404 404

LLOYDS TSB, 9 High Street, Yeovil, BA20 1RN

Tel: 0845 3000 000

NATWEST 2, Hendford, Yeovil, BA22 1TN

Tel: 08457 888 444



If you want to check the **FIVE DAY WEATHER FORECAST IN YEOVIL** - hold down the control key, click on the hyperlink: <http://www.bbc.co.uk/weather/2633371> then type in BA20 1UX

THINGS TO DO IN YEOVIL

LOCAL ATTRACTIONS



YEOVIL COUNTRY PARK

Woodlands, grasslands, rivers and lakes, including **Ninesprings**, which is a couple minutes walking distance from the Octagon

www.southsomersetcountryside.com



MONTACUTE HOUSE – TA16 6XP

A stunning mansion set in beautiful formal gardens and parkland. Home to 60 portraits from the National Gallery.

www.nationaltrust.org.uk



SHERBORNE CASTLE, LAKESIDE GARDEN – DT9 5NR

Digby stately home built by Sir Walter Raleigh in 1594. Magnificent state rooms, 50 acre lake, lawns & borders.

www.sherbornecastle.com

South Somerset has two fantastic Museums



THE FLEET AIR MUSEUM - BA22 8HT

The Fleet Air Arm museum has the largest naval aviation collection in Europe.

www.fleetairarm.com



HAYES INTERNAL MOTOR MUSEUM -BA22 7LH

Hayes Motor Museum has over 400 amazing cars and bikes

www.haynesmotormuseum.com

THINGS TO DO IN YEOVIL

LOCAL ATTRACTIONS

To discover more about Somerset, including the market towns, local heritage, more attractions, artisan shops, classic gardens and where you can get Somerset Cider, please hold down the control key and click on the discover South Somerset link:

[Discover South Somerset](#) this will take you straight to the website.

Or you can email: tourism@southsomerset.gov.uk or telephone 01935 462781 for more information.

The screenshot shows the homepage of the Discover South Somerset website. At the top, there are navigation links for Tourism Trade, Gallery, Brochures, Contact, and Visitors Guide. The main header features the text 'DISCOVER South Somerset' and 'South Somerset Tourism, accommodation, food, gardens & walks', along with the 'Britain You're invited' logo. Below the header is a horizontal menu with categories: Home, Accommodation, What's On, Find Us, and Useful Information. A secondary menu includes Discover, Market Towns, Heritage, Attractions, Nightlife, Artisan Shops, Classic Gardens, Food & Drink, and Sporting Life. The main content area features a large image of a rural landscape with a stream and cows, accompanied by the text: 'Here in the heart of England's west country, you will find historic houses and beautiful gardens, world-class museums, bustling towns and pretty villages. Best of all, this classic English countryside has perfect places to picnic, great spots for golf and fishing and miles of footpaths and tracks for walking, cycling and horse-riding. We look forward to offering you a warm Somerset welcome in 2013 and showing you our special part of England...'. On the right side, there is an 'Accommodation Search' section with dropdown menus for 'Accommodation Type' and 'Area', and a 'Search' button. Below that is a 'Contact us' section with the email 'tourism@southsomerset.gov.uk' and the phone number '01935 462781'. At the bottom right, there is a 'What's on...' section featuring the 'John Leach Gallery - Spring Show (23/03/13 - 18/06/13)'. A 'follow us on twitter' button is also visible.

THINGS TO DO IN YEOVIL

RESTAURANTS

MULBERRYS RESTAURANT & GRILL

9 Union Street, Yeovil, BA20 1PQ

Tel: 01935 434188

THE GREEN ROOM

11 Wine Street Yeovil, BA20 1PW

Tel: 01935 470150

MALEE THAI RESTAURANT

11-12 South Western Terrace

Tel: 01935 434040

PREZZO

49 Princes Street, Yeovil, BA20 1EG

Tel: 01935 426381

TAMBURINO (Cuisine Italian)

8-10 South Western Terrace, Yeovil

Tel: 01935 700400

MEMSABB (Cuisine Indian)

Market Street, Yeovil, BA20 1HZ

Tel: 01935 414103

Ask (Cuisine Italian)

15 Princes Street, Yeovil

Tel: 01935 412323

PALMERS (FISH & CHIPS)

Bunford Lane, Yeovil, BA20 2EJ

Tel: 01935 434 258

PIZZA HUT

Old Town Station, Yeovil, BA20 1NR

Tel: 01935 706606

Sugar Cane (Cuisine Chinese)

61 Earle St, Town Centre, Yeovil BA20 1JW

Tel: 01935 413777

YOUR COMMENTS



The Octagon Theatre is South Somerset District Council's flagship venue and we continually strive to provide an excellent service, so it is important to obtain customer feedback.

If you would like to provide any comments or suggestions on what we do well and/or what you feel could enhance your visit, please either use the space below to write your comments or email sean.welsh@southsomerset.gov.uk

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Thank you for your comments!

If any information included in this Welcome Pack is incorrect or you feel additional information would be helpful, then please contact sally.fulcher@southsomerset.gov.uk Thank you.