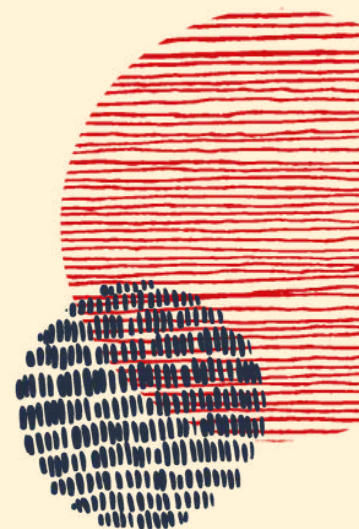




Polka Theatre

Venue Information Pack

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About Polka



We empower children to navigate their world through inspirational theatre and creative experiences.

We improve children's lives, bringing communities together, and creating ground-breaking theatre by:

- Being an essential destination for children, families and schools where everyone is welcome.
- Connecting children, families and communities to encourage creativity.
- Leading the UK in the research and development of theatre for early years audiences.
- Improving children's mental health and wellbeing
- Supporting children's learning and helping them take action around environmental issues.

Our building

We have re-imagined what a dedicated children's theatre could and should be for young audiences and their families.

Our state-of-the-art building is a vibrant hub for future generations, right at the heart of our community.

Designed by architects Foster Wilson Size, our building is both a centre for play and a world-class theatre facility.

Features include:

- Adventure Theatre – an adaptable studio theatre
- Main Theatre
- Clore Learning Studio
- Y C Chan Play Den – including dressing up and book corners
- The Nest – our rehearsal and community space
- Outdoor play area
- Wimbledon Foundation Garden (Fully Accessible)
- Family friendly café
- Gift shop

Location

240, The Broadway, Wimbledon, SW19 1SB

More information on how you can access the theatre via public transport can be found at polkatheatre.com/your-visit/

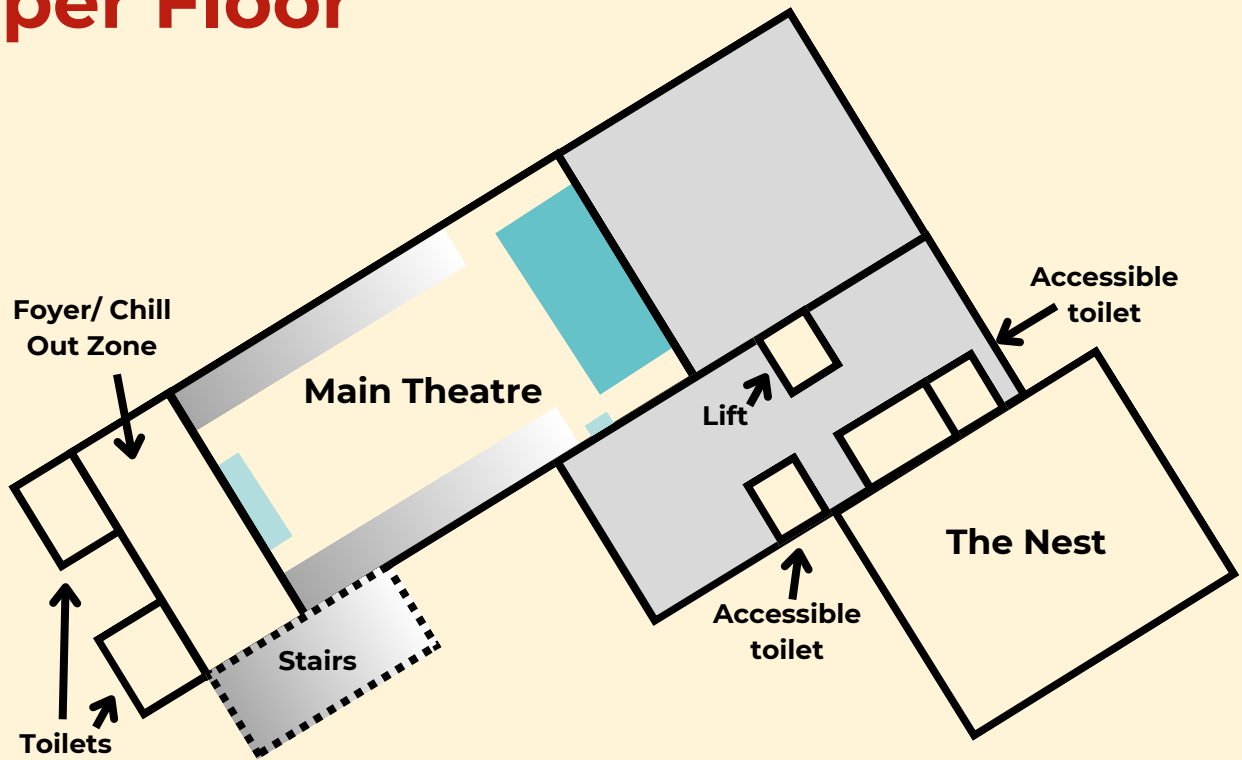
Building Opening Hours

Tuesday - Friday: 9am-5pm

Saturday & Sunday: 9.30am-5pm (excluding Bank Holidays)

Please check our website for the most up to date timings and for holiday hours.

Upper Floor



Ground Floor



Map not to scale

Arriving

When you get to Polka Theatre, this is what it looks like:



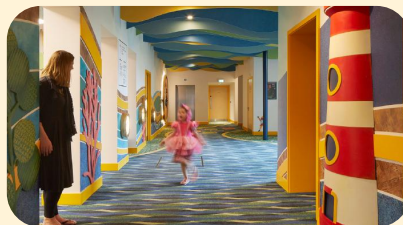
When you enter through the main entrance, to your left will be the Box Office and the shop.

Please feel free to browse the shop whilst you wait.



To your left

- Box Office
- Gift shop
- Stairs to Main Theatre
- Access to Y C Chan Play Den



Straight ahead

- Access to all play areas
- Toilets
- Buggy Park
- Clore Learning Studio
- Adventure Theatre
- Lift access to upper floor
- Stair access to The Nest



To your right

- Café
- Access to Outdoor Play Area

Box Office

Here is where you can purchase tickets for our upcoming shows and workshops.

All access tickets and tickets for groups larger than 12 must be booked directly through the Box Office via one of the following methods:

- Email – boxoffice@polkatheatre.com
- Phone – [020 8543 4888](tel:02085434888)
- Purchase in person over the counter

Brochures featuring our upcoming season will be available at the Box Office, and our friendly team will be more than happy to advise or assist.



Shop

Our shop is filled with lots of exciting items including toys and books for you to purchase. We have a variety of options for you to choose from including themed items that often link with our shows.

A member of staff will serve you at the shop counter, but if no one is there please ask the Box Office staff for assistance as there will always be someone present at Box Office.



Access to the Main Theatre

Between the Box Office and the Shop, you will find a small walkway into the Y C Chan Play Den. On the right-hand side of the connecting walkway you will find stairs to the Main Theatre. The stairs consist of 25 steps.

Here is where you will access the Main Theatre if you do not wish to use the lift.



Café

Our lovely refurbished cafe seats approximately 40. If you plan on coming to the cafe and have any dietary requirements or specific needs, please contact cafe@polkatheatre.com and our team will be ready to answer any questions you might have.

You can access our outdoor play space through the cafe. The exit is located to the left of the pay counter.



Main Corridor

This is our main connecting corridor. In this corridor you can find the following:

- Toilets - including male, female, and accessible gender-neutral toilets.
- Buggy Park and coat pegs
- Y C Chan Play Den
- Wimbledon Foundation Garden
- Outdoor play space
- Clore Learning Studio (where the majority of workshops take place)
- Adventure Theatre
- Lift to the Main Theatre and Nest rehearsal/community space
- Stairs to The Nest



Male and Female Toilets (Baby Change)

On your right you will first see a female toilet and a male toilet. The furthest toilet stall is designed to be slightly bigger for baby changing needs.



Buggy Park

You can park your pushchair here whilst using our venue. Opposite the buggy park are coat pegs where you can hang up any coats or bags. Please note anything that is left here is left at your own risk.



The buggy park area can often get quite busy and congested. Our team monitor this regularly but please note that this area of the corridor can get very busy, particularly before and after shows.

Y C Chan Play Den

On your left you will see the Y C Chan Play Den. There is a glass door in this room where you can also access the Wimbledon Foundation Garden.

In the Y C Chan Play Den we have a book corner, a dressing-up corner and colouring benches. We have a large yellow circular seating area where you can relax and read stories.



Wimbledon Foundation Garden (Fully Accessible)

Our Wimbledon Foundation Garden is open and available for you to use all year round. We have small seating areas available in the garden.



Outdoor Play Area

To your right next to the buggy park is the exit to the outdoor play space. There are 2 exits and entrances to this area, one via the main corridor and one via the cafe.

This play space spans over 3 levels and is recommended for slightly older children and not babies.



Accessible Toilet (Left hand transfer)

Towards the end of the corridor you will find a gender-neutral accessible toilet. This toilet can also be used as a baby changing facility. This is a left hand transfer toilet. Right hand transfer is available on the upper level if needed.



Clore Learning Studio

The Clore Learning Studio is located across from the buggy park and on the left-hand side as you walk down the main corridor.



This space is used primarily for our Take Part workshops (Termly, Holiday and Drop-In workshops and classes). The space is also used for our Freefalling sessions, Saturday Clubs and as our dedicated 6+ Zone (every Friday 3 – 5pm) and as a chill-out space for Relaxed performances hosted in the Adventure Theatre.

There is also a toilet available in the Clore Learning Studio.

Adventure Theatre

This is the last room in the main corridor which can be located on the right-hand side, next to the accessible toilet.

This space does not have allocated seating, meaning you can choose where to sit when you enter the theatre. Blue and green benches and cushioned floor seating will be re-positioned differently depending on the requirements of the given show.

This theatre seats a maximum capacity of 100 people. If you are attending a Relaxed performance seating is sold at 50% of full capacity.

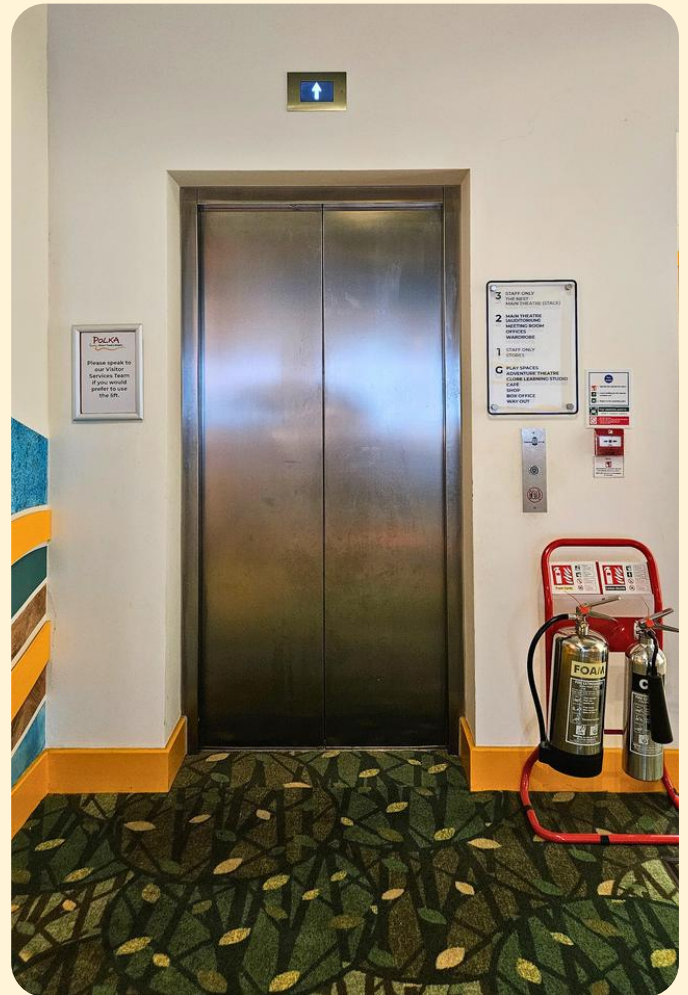


Lift

At the very end of the corridor on the left you will see the lift. The lift can be used to gain access to the first floor of the theatre where the Main Theatre and The Nest are located.

To use the lift, please find a member of staff. They can be identified by their Polka t-shirts or lanyards.

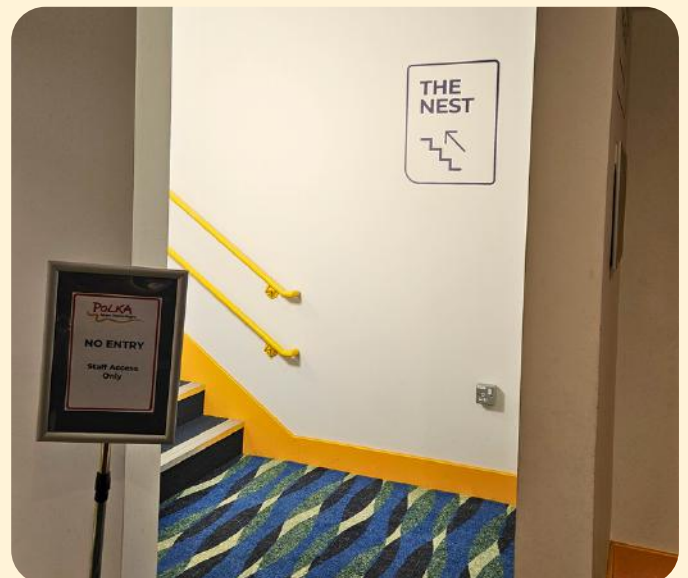
The distance from our main entrance to the lift is 25 metres (m). The distance from the lift to the wheelchair spaces is 6-14m, depending on where you are seated.



Stair access to The Nest

To the right of the lift you will see some stairs. These stairs are for those who wish to access the Nest rehearsal/workshop space, who do not require access to the lift.

Please note these stairs are not the same stairs you will use to access the Main Theatre.



The Nest (Rehearsal/Workshop/Community space)

This space is located on the first floor of the building and can be accessed via the lift or the stairs located to the right of the lift. The space is often used as an internal rehearsal space, but it can also be used as a workshop or community space or for a hired event.

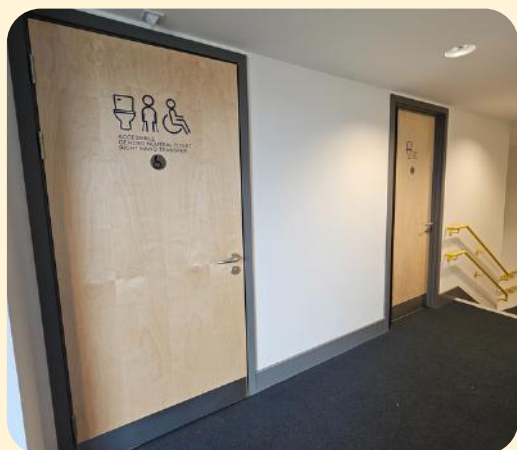


You will always be advised before attending a workshop/ event whether the session will be taking place in the Clore Learning Studio or the Nest. If you are unsure, please check with our Box Office staff who will be more than happy to help.

Toilets

Outside of the Nest there are two gender neutral toilets. The toilet closest to the Nest is an accessible toilet with right hand transfer.

Outside of the Main Theatre there is also an accessible gender-neutral toilet with right hand transfer. If you need access to the toilet please speak with one of our ushers (wearing a Polka t-shirt or lanyard). There will always be two ushers in the theatre auditorium available to assist.



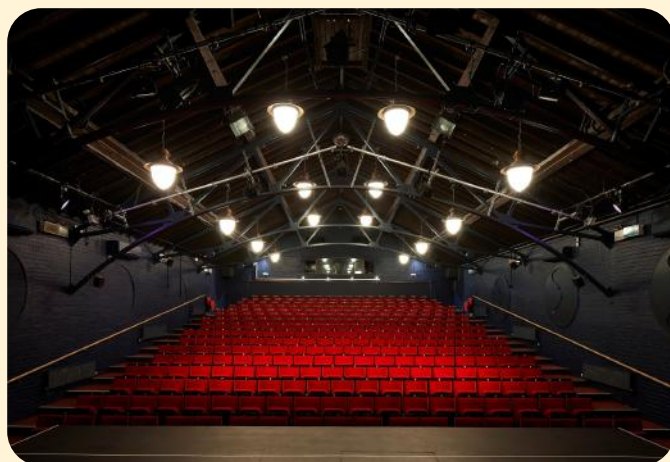
Nest Toilets



Main Theatre Accessible Toilet

Main Theatre

The Main Theatre is located on the first floor of the building. The theatre can be accessed via the lift located at the end of the main corridor, or via the stairs located between the Box Office and the shop.



The Main Theatre seats a capacity of 300. Row A is reserved for wheelchairs and other access requirements. If you do have any access requirements, please contact our Box Office staff who can best advise on seating. Access/wheelchair spaces in our Main Theatre are 1x1m.

Toilets

Male and Female toilets can be located outside of the Main Theatre directly across from the entrance.



Chill Out Area

The chill out area is often used during Relaxed performances as a space to go if the theatre environment is getting too much. There is usually a screen set up where you can continue to watch and hear the action happening on stage. For any of our performances you can leave the theatre at any time to use this space and come back in when you are ready.



Travel

How to find us

240, The Broadway, Wimbledon, SW19 1SB

By Bus

The 57, 93, 219, 131 bus routes stop outside at the 'Polka Theatre' stop.

By Tube

Wimbledon, District Line is a 10 minute walk away.
South Wimbledon, Northern Line is a less than 10 minute walk away.

By Train

Wimbledon Main Line station is a 10 minute walk away.
(Wimbledon is 16 minutes from Waterloo).

By Tram

Wimbledon Tram stop is a 10 minute walk away with links to Croydon, Beckenham and Mitcham.

By Bike

There is a cycle rack to the front of the theatre for those who wish to cycle.

By Car/Coach

There are a limited number of pay-and-display bays in the roads behind the theatre (Latimer Road, South Park Road, Bridges Road, Dudley Road and Kings Road). Please note: many of the meters on these roads have a two hour limit.

Alternative car parking is available in Wimbledon Town Centre, including Centre Court Shopping Centre, The Broadway (next to New Wimbledon Theatre), Queen's Road, St George's Road, Hartfield Road and Hartfield Crescent.

Blue Badge parking is available at Centre Court, Hartfield Road, Georges Road, Queens Road and The Broadway.

For groups and schools, coaches may drop off and pick up at the front of the building but cannot stay parked here.

Access and Support

We are committed to making Polka accessible and inclusive to everyone.

We provide:

- Step-free and wheelchair access to all levels
- Right and left-hand transfer accessible toilets
- Baby changing facilities
- Breakout and sensory spaces
- Clear signage across the venue
- An induction loop in our theatres and rehearsal space

Assistance dogs are welcome. Please contact Box Office prior to booking your ticket to make the team aware of any access requirements you might have.

Access performances

Polka run a variety of different access performances including:



**Audio
Described**



**British Sign
Language
(BSL)**

Interpreted
and Integrated



Captioned



Relaxed



Audio Described



An Audio Described performance offers live descriptive commentary of the show for blind or visually impaired audience members. The commentary can be accessed through a small earpiece (available to collect from Box Office before the show).

For most Audio Described performances, a Touch Tour is available. This is a chance to meet the cast, touch the stage and selected props, and gain a sense of what will be happening during the performance. Carers, companions, and family members are welcome. Touch Tours must be booked in advance with the Box Office.

A pre-show introduction will be delivered 15 minutes before the show and will be available on our website a few days before the performance.



British Sign Language (BSL)



BSL Interpreted performances feature an interpreter (usually located at the side of the stage) who will use British Sign Language to interpret the show live.

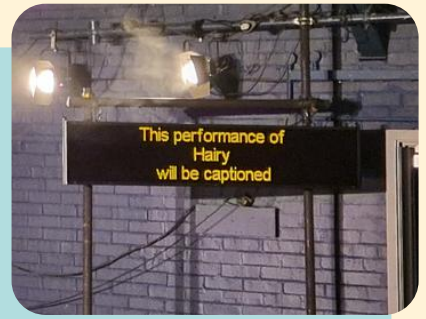
BSL Integrated performances feature actors or BSL interpreters who use British Sign Language as part of the action on stage.

These performances provide D/deaf or hard of hearing patrons with a way to access theatre using their first or preferred language of communication.

Our Box Office team will be available to advise on the best seating for these performances.



Captioned



These performances feature a digital screen located at the side of the stage, or above the actors' heads. This screen displays live captions of the performance in English.

Captioned performances are suitable for D/deaf, deafened or hard of hearing audience members, for those who might not speak English as their first language, and for those who feel they benefit from captions and subtitles.



Relaxed

Relaxed performances may benefit those with sensory sensitivities and first-time theatre goers who are unsure about how their child might respond to the theatre environment.

- Auditorium lights are kept on at a low level
- Loud sound levels, flashing lights, and haze (water vapour that looks like smoke) will be reduced or removed
- Audience sizes will be smaller
- A designated chill-out space is provided

Social story packs can be found on our website before the relaxed show. These contain detailed information about the venue and the show, including a breakdown of what to expect in each scene.

All performances at Polka offer a relaxed/chilled environment in which audience members are welcome to exit and re-enter the auditorium and react vocally to the performance should they need to.

Access pricing

We offer:

- reduced rate tickets for people with access requirements
- a complimentary ticket for a companion/carer
- up to 2 further tickets at concession rate

No proof of disability is required.

Please contact our Box Office team to discuss any access requirements and to book tickets.

Call: [020 8543 4888](tel:02085434888)

or

Email boxoffice@polkatheatre.com

A £2.50 transaction fee applies to online and phone bookings.

All information regarding which access shows we have available can be found on the 'Access and Support' page of our website. Our website also features accessible tools to help you to navigate your way around.

Thank you for reading. We hope to welcome you to the venue in the future.

240 The Broadway, Wimbledon, SW19 1SB

020 8543 4888

boxoffice@polkatheatre.com

polkatheatre.com

Polka is a registered charity no. 256979

Connect with us
on social media
@polkatheatre