

**CAMBRIDGE
JUNCTION**

ART MEETS LIFE



ARTIST WELCOME PACK

**CAMBRIDGE JUNCTION
CLIFTON WAY
CAMBRIDGE
CB1 7GX**

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BOX OFFICE: +44 (0) 1223 511511

**JUNCTION.CO.UK
@CAMBJUNCTION**

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WELCOME TO CAMBRIDGE JUNCTION!

We are excited to have you here as part of our 2019 Spring Season, and want to make your visit as comfortable as possible.

ABOUT US

Cambridge Junction is all about great music, art and entertainment. We are welcoming to anyone and to all, providing opportunities to connect, learn and experience. We encourage audiences and artists to be confident and curious. Cambridge Junction is the place where **art and technology meets life**.

Cambridge Junction strives to be the UK's most inspiring centre for the performing arts. We want to grow a risk-taking audience through an engaging programme representing inclusive practices and to lead the way in supporting artists and their development. We emphasise work for, by and with young people, co-created with acclaimed artists and companies. We connect with our communities, communicate with passion and are committed to embracing change.

We celebrate and nurture the three strands of our programme: Arts development and presentation, with a focus on contemporary theatre and dance; Popular culture made up of live music, comedy and clubs; and Creative Learning and skills development in the arts.

Located in the South West of Cambridge, twenty minutes' walk from the centre of the city, Cambridge Junction serves communities from across the city and the region.

Cambridge Junction is a venue for all. We believe in equality and work closely with groups and organisations to provide a safe, welcoming space for everyone.



ON ARRIVAL

Getting in & Parking

Our main J2 Box Office is open 10am – 6pm, Monday-Saturday – Just come in the front and say hi to our friendly Box Office team.

If you arrive outside of this time you will need to enter through the car park at the back of the building. This is a gated carpark, almost opposite the entrance to the multi-story.

The code to the padlock is **2318**

Due to limited space, we can only offer space in this carpark for artists & production vehicles. (If busy it would be awesome if you could leave your name/company & a contact phone number on the dashboard, so we know whose car it is!).

Visitors can park in in the Cambridge Leisure Multi-story Car Park, also on Clifton way, just behind Cambridge Junction - Parking tickets can be validated at the J2 Box Office, for discounted rates.

Who to meet

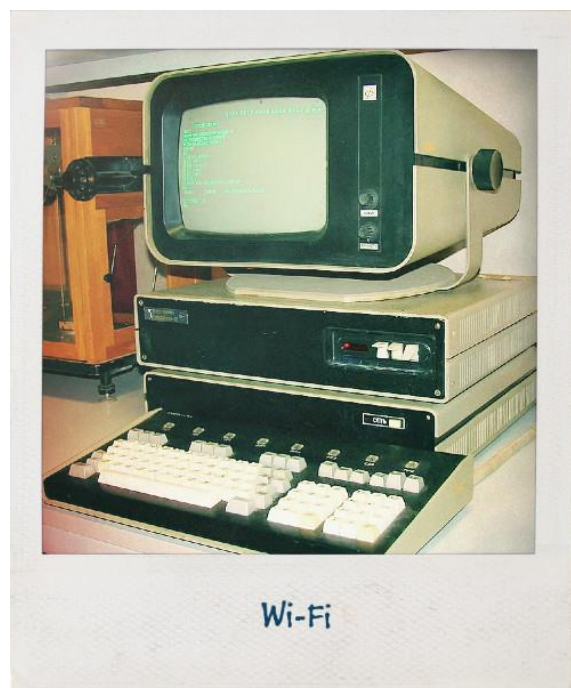
On arrival, our in-house technicians and/or your Duty Manager will be there to meet you. If they are not obvious when you get there, please say **hello to box office** who will let the team know you are here and help you get started.

You will also have a designated Duty Manager who will be looking after your show throughout the day.

If you need **anything** at all while you are here, please ask your Duty Manager, or one of the team who will be happy to help you.

WIFI: Cambridge Junction
PASSWORD: junctiontwo

Can be accessed across all our venues!



ACCESS

All our venues are fully accessible – if you have any specific needs or questions, please chat to us. We will be happy to do everything we can to make your visit as comfortable as possible.

Toilets

Each of our spaces contains designated Male, Female and accessible toilets. J3 also contains an accessible toilet with a hoist.

We regularly make our toilets in all venues gender neutral, and are more than happy to do so for your event. Please speak to the programmer who booked you in, or your Duty Manager on the day.

Access to stage

Cambridge Junction has flat access throughout for performers and accessible WC facilities backstage. The stage in J1 is accessible using a stair lift. In J2 & J3, there is level access to the stage.

The fire alarm is equipped with flashing beacons throughout the spaces should evacuation be necessary.

Assistance Dogs

For those with registered working dogs, a member of staff can be arranged to dog-sit for you for the duration of the performance: please let us know in advance if this is required.

Additional/Quiet space

We have a couple of smaller rooms off the mezzanine area (Boardroom & Hub) These rooms are often available during the day/evening, and can be booked if you would like any additional space for meetings or calls, or as quite or private rooms. Please speak to the programmer who booked you in, or your Duty Manager on the day.

Audience Info

Cambridge Junction offers free tickets to full-time assistants or companions.

Dedicated disabled parking spaces operated by Cambridge Leisure are situated in front of our venue, and in the ground floor level of the multi-storey car park off Clifton Way.

Cambridge Junction is equipped with an induction loop in foyer areas. Within both main spaces (J1 and J2), infrared hearing assistance systems are in operation.

Large-print publicity material can be provided if required.

MEET THE TEAM

We can all be reached via **01223 578000** or by visiting **Box Office** and speaking to the front of house team.

Everyone's email address is firstname.surname@junction.co.uk (Clare is: clare.ohara@junction.co.uk)

OFFICE STAFF



Matt Burman | Artistic Director
& CEO
He/Him



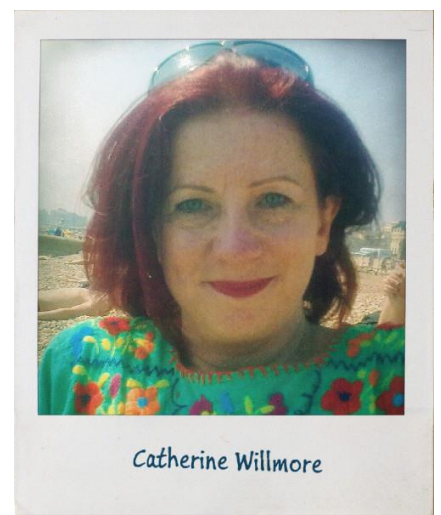
Helen Chamberlain | General Manager
She/Her



Rob Tinkler | Popular
Culture Manager
He/Him



Dan Kok | Arts Producer
He/Him



Catherine Willmore |
Artist Development
Producer
She/Her



Clare O'Hara

Clare O'Hara | Development
Manager
She/Her



Beth Bailey

Beth Bailey | Creative Learning
Coordinator
She/Her



Katie Black

Katie Black | Total Arts Project
Officer
She/Her



Salome Wagaine

Salome Wagaine | Diverse
Actions Project Manager
She/Her



Amy Lawrence

Amy Lawrence | Diverse Actions
Project Manager
She/Her



Ruth Moore

Ruth Moore | Assistant Producer:
Projects & Hires
She/Her



Ed Hine

Ed Hine | Marketing and Communications Manager
He/Him



Laura Matthews

Laura Matthews | Marketing & Communications Officer
She/Her



Richard Roberts

Richard Roberts | Finance Manager
He/Him



Sam Lucas

Sam Lucas | Finance & Administration Officer
He/Him



Alan Bond

Alan Bond | Buildings & Facilities Manager
He/Him



Jose Ribeiro

Jose Ribeiro | Facilities & Buildings Officer
He/Him

TECH TEAM*



Simon Talbot

Simon Talbot | Technical and
Production Manager
He/Him



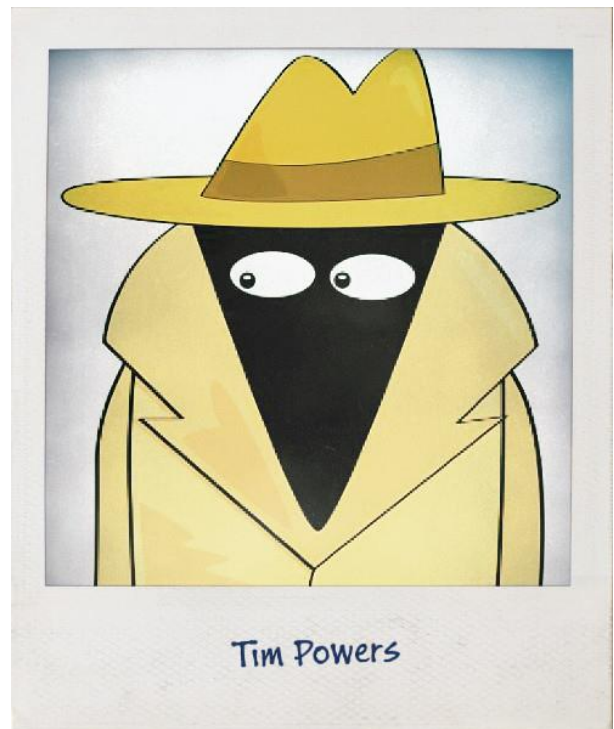
Leyton Russell

Leyton Russell | Senior Technician
He/Him



Luke Webb

Luke Webb | Technician
He/Him



Tim Powers

Tim Powers | Tech Apprentice
He/Him

OPERATIONS TEAM



Luke McConkey

Luke McConkey | Operations
Officer: Tickets & Data
[Box Office Manager]
He/Him



Rob Knighton

Rob Knighton | Operations
Officer: Bar
He/Him



Chris Woods

Chris Woods | Operations Officer:
Events
He/Him



Adam Henry



Abbie Crisp

Adam Henry & Abbie Crisp | Operations Apprentices
He/Him & She/Her

AND OUR AWESOME DUTY MANAGERS*!



Gary Brown

He/Him



Stefanie Walker

She/Her



Brenna John

She/Her



Leo Howse

He/Him



Keiran Lawler

He/Him

Plus a large team of casual staff who will be running the Box Office, Bar, and Stewarding for your show.

**Of the Duty Management team, we will appoint just one to look after you while you are here. Of the techs you may also get members of our larger casual tech team.*

OUR VENUES

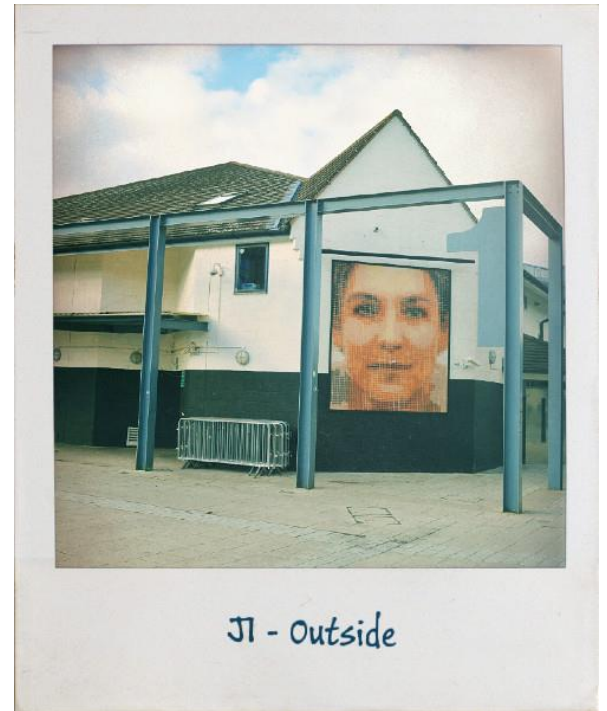
Within Cambridge Junction we have 3x event spaces in 2x buildings:

Please contact the Tech Team for specs of all spaces - production@junction.co.uk

INSIDE OUR J1 BUILDING...

J1 – Gig Space

- 2 x Dressing rooms backstage (1 dressing room includes a toilet & shower - plus a fridge, microwave & toaster)
- 1 x Production Office backstage
- 1 x Toilet/Shower room backstage
- 1x Upstairs chill out bar (Can be used as both a front of house, or backstage area)
- 1 x Main Auditorium
- 2 x Draft bars in auditorium area
- 2 x Male & Female Public toilets
- 2 x Accessible toilets
- 1 x Cloakroom (£2 per item) near foyer area
- 1 x Box Office in foyer area



During the day the J1 building is only open to staff, artists and resident companies, there is no public access. In this time the space is prepped for the upcoming evening event.

During the evening we usually open the doors for an event at 7pm, the Box Office & Bar(s) are opened at the same time. Event staff (Stewards, bar & Box office) will be in ready for the evening shift.

This is also where the main staff office is – up the stairs by the main bar. Please feel free to come up if you have any questions, or would like to say hi!

INSIDE OUR J2 BUILDING...

J2 – Theatre Space

- 2 x Dressing rooms backstage (Both have a toilet & shower)
- 1 x Main Auditorium
- 1 x Bar in foyer area
- 1 x Box Office in foyer area
- 2 x Male & Female Public toilets
- 2x Accessible toilets

*We are more than happy to make our toilets gender neutral for your event. Please speak to the programmer who booked you in, or your Duty Manager on the day.

J3 – Studio/Rehearsal Room

- 1 x Main Space with sprung dance floor
- Accessible toilet including hoist



J2 Foyer & Box Office

J3 is the studio space which is used for performances, artist development and workshops. The space can be transformed into a theatre setting which reaches a capacity of 100 or used as a rehearsal space.

The J2/J3 building is where our main **Box office** is situated, with Box Office staff in 10am-6pm Monday-Saturday. The J2 foyer/mezzanine space is open to the public throughout the day. Our staff team and resident companies use the mezzanine for meetings, lunch etc.

During the evening the building is primarily opened for customers but general members of the public are welcome to be in the foyer. The auditorium is restricted to ticket holders only (Occasionally depending on the event the entire building is ticket holders only). Event staff will be in ready for the evening shift usually from about 6.30pm.

Staff Kitchen

The staff room can be found in J2 on the mezzanine level next door to the hub. You're welcome to make yourself a cup of tea or coffee, use the microwave, fridge and all we ask is that you clean up after it yourself.

This kitchen contains a domestic washer/dryer, which you are welcome to use.

Other rooms

We have a couple of smaller meeting rooms off the mezzanine; The Boardroom & The Hub. These can accommodate 12 & 6 people respectively.

These rooms are often available during the day/evening, and can be booked if you would like any additional space for meetings or calls, or as quite or private rooms. Please speak to the programmer who booked you in, or your Duty Manager on the day.



JZ Foyer - Evening



JZ Mezzanine

EMERGENCIES

FIRE ALARM

On the occasions that there is a fire system test during office hours then you will be informed prior to any alarm sounding. If you haven't been pre-warned then please treat any alarm as real.

If the alarm sounds please exit the venue calmly and quickly via your nearest fire exit.

Please head to the gather point outside on the cobbled area (between the cinema and Travelodge). Please do not re-enter the venue until a member of Cambridge Junction staff has informed you it is safe to do so.

During an event please leave your their nearest backstage fire exit. A member of our technical team will clear the stage & backstage areas, and then let you out of the back gate to join everyone else at the meeting point.

FIRST AID & HEALTHCARE

A large number of our team are First Aid trained. If you have any medical issues that require **First Aid** please contact a member of our team and they will be happy to help. There is always someone at Box Office, and all our Duty Managers are First Aid trained.

- **Nearest Pharmacy...**
Boots - 237 Cherry Hinton Rd, Cambridge CB1 7DA, 01223 247567 [12 mins walk]
- **Nearest Dental Practice...**
Hills Road Dental Practice - 259 Hills Rd, Cambridge CB2 8RP, 01223 240061 [13 mins walk]
- **Nearest Opticians...**
Boots Opticians - Cambridge Lion Yard, Cambridge, CB2 3ET, 01223 324120 [24 mins walk]
- **Nearest GPs...**
Woodlands Surgery At Eden House - 48-49 Bateman Street, Cambridge, CB2 1LR, 01223 697600 [13 mins walk]

Mill Road Surgery - 281 Mill Road, Cambridge, CB1 3DG, 01223 247812 [20 mins walk]
- **Nearest Massage Therapists...**

Cambridge Sports Massage – Nuffield Health and Wellbeing, 213 Cromwell Road, Cambridge, CB1 3BA, 01223 603027 [30 mins walk] *Recommened*

Lucy Hall Massage Therapy - Kelsey Kerridge Sports Centre, Cambridge, CB1 1NA, 07765 555078 [20 mins walk]

- **Nearest A&E...**

Addenbrooks Hospital, Hills Road, Cambridge, CB2 0QQ [25 mins walk]

If you're away from home and need to **see a GP**, you can contact any GP surgery nearby. You can receive emergency treatment from a GP surgery for up to 14 days – for example, if you fall ill while on holiday.

If your treatment will last longer than that, you'll have to register as a temporary or permanent resident (if you're in the area for longer than 24 hours but less than 3 months.)

If you're worried about an **urgent medical concern**; Call **NHS 111** and speak to a fully trained adviser. The NHS 111 service is staffed 24 hours a day, 7 days a week

Life-threatening **emergencies**; Call **999** in a medical emergency. This is when someone is seriously ill or injured and their life is at risk.

STAFF SUGGESTIONS

Bella Italia (Cambridge Leisure Park) offer big discounts on most days & £5 any pizza/pasta on Tuesdays!

Go to bellaitalia.co.uk/offers and sign up

Ruth – Assistant Producer

Norfolk street bakery – end of station road (10min walk) best food in easy reach – Portuguese bakery.

Luke – Ops Officer

Doppleganger burger has just opened in town – amazing vegan junk food! They're on Deliveroo ☺

Megan – Events team

TenPin Tuesdays! On Tuesdays the bowling alley offer 50% off bowling and drinks!

Leo – Duty Manager

You can order Nandos in advance on the app, and just go and collect it when ready – saves you waiting!

Dan – Arts Programmer

LOCAL AMENITIES

ON THE LEISURE PARK

Bella Italia
Pizza ♥ Pasta ♥ Grill



FIVE GUYS
BURGERS and FRIES



PIZZA
· 1889 ·
AUTHENTIC
STONEBAKED PIZZAS



TESCO
Metro

Sainsbury's

Frankie & Benny's
NEW YORK ITALIAN RESTAURANT & BAR



thelight
cinema experience





Also there's this great multi-arts venue **CAMBRIDGE JUNCTION!**

If you are staying or more than one night and would like to come and see another show here, please let us know – we will do our best to get you tickets! The full line-up of our events can be found at:

www.junction.co.uk/events/all-events

FURTHER AFIELD

The Flying Pig – Proper 'pub' pub. Laid-back local attracting a studenty crowd to sample specialist ales and enjoy the live music.

106 Hills Rd, Cambridge CB2 1LQ (5 mins walk)

Open: Mon – Thurs 12:00 – 23:00 | Fri 12:00 – 00:00 | Sat – Sun 19.00 – 23:00

Chosen Bun – Late night take-away burger joint. Great food, delivers & will be open after your show.

27 Hills Rd, Cambridge CB2 1NW (10 mins walk – or they deliver!)

Open: Sun – Thurs 11:00 – 01:00 | Fri – Sat 11.00 – 02:00

White Swan – Late night pub with a British menu, focusing on sports, shown on 5 TV screens.

109 Mill Rd, Cambridge, CB1 2AZ (16 mins walk)

Open: Mon – Sat 12:00 – 02:00

The Regal – Still resembling a cinema, this Weatherspoons Pub offers cheap beer & regular meal deals.

38-39 St. Andrews Street, Cambridge, CB2 3AR (20 mins walk)

Open: Sun – Wed 08:00 – 00:00 | Thu 08:00 – 01:00 | Fri – Sat 08.00 – 03:00

Novi - Dance Nights, Art Exhibitions & pop-up dining events, with an industrial-meets-70s bar.

12 Regent St, Cambridge, CB2 1DB (20 mins walk)

Open: Mon – Sun 08:00 – 03:00

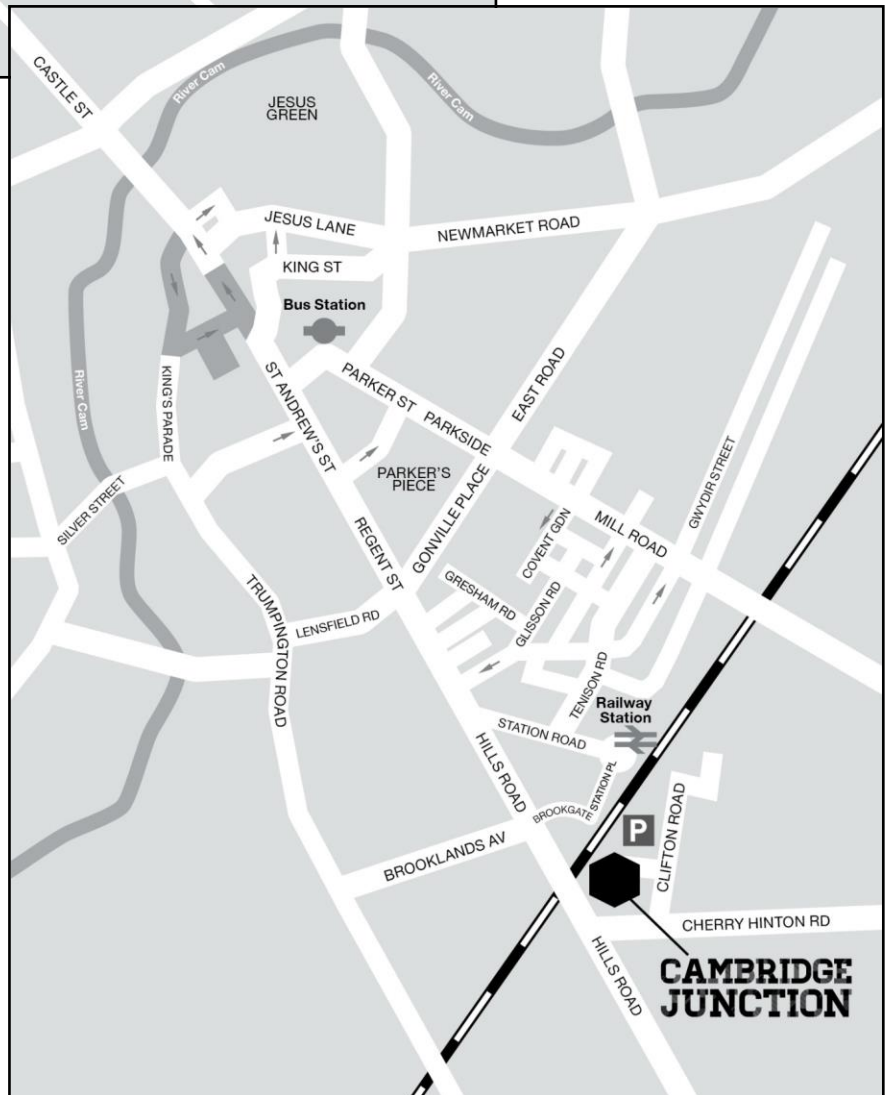
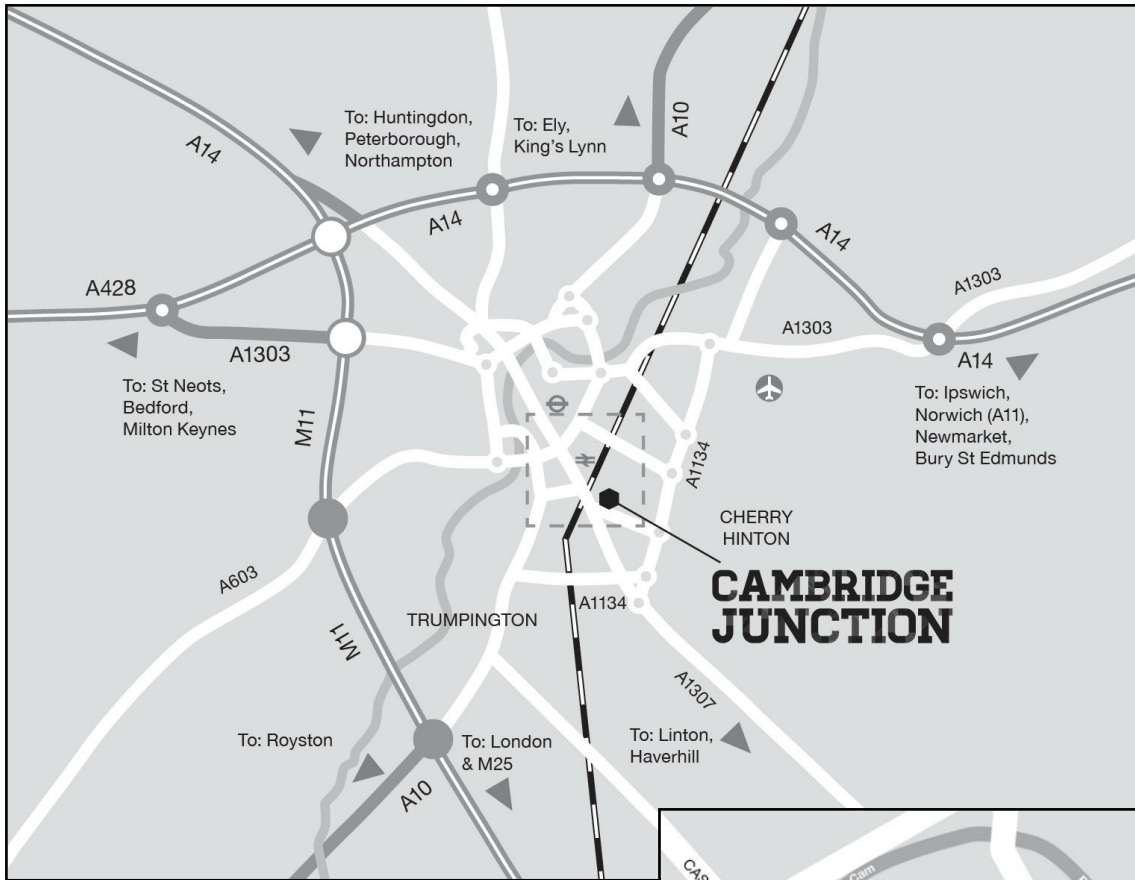
TAXIS



(01223) 704704



HOW TO FIND US & GETTING AROUND



BY TRAIN

There are direct trains to Cambridge from London Kings Cross (approx. 50 minutes) and London Liverpool Street (approx. 1 hour 30 minutes). There are also direct trains from a number of regional stations including Peterborough, Norwich and Ipswich. For further information -

www.nationalrail.co.uk

Cambridge Junction is about a 10 minute walk from Cambridge Train Station:

Turn left out of the station, and straight along Station Place. Turn right down Brookgate and then left onto Hills Rd.

As you pass over the bridge, you will see Cambridge Junction on your left.

Access can be gained via the stairs from the bridge or by continuing across the bridge and turning left into Cherry Hinton Road and across Cambridge Leisure Park.

BY CAR

Sat Nav: our postcode is **CB1 7GX**.

From the South (London & M25) - M25, M11

From the North West (Huntingdon, Peterborough & Northampton) - A14 then M11

From the West (Bedford, St Neots & Milton Keynes) - A428 then M11

From the East (Newmarket, Bury St Edmunds, Ipswich & Norwich) - A11, A14, M11

From all directions outside Cambridge go to Junction 11 on the M11 and take the A1309 into Cambridge for several miles. At the second set of major traffic lights, turn right into Long Road. At the next major traffic lights turn left into Hills Road. After half a mile turn right into Cherry Hinton Road. Turn left onto Clifton Road. After approx 200 meters you will arrive at Clifton Way on your left which leads round to Cambridge Junction. Our 'Private Car Park' is just round the corner on the left.

The use of cars around Cambridge is possible however the city centre parking around Cambridge city centre is limited. Some areas are available to park in but it is best to check with the owner of the property you staying in as to whether parking is available along the road. In some cases this may involve paid for parking or residents' permits. There is multi-storey parking available in certain parts of Cambridge (Grand Arcade, Parkside & Clifton Way Car Parks) but they are quite pricy, especially if you stay there for a while.

BY BICYCLE OR ON FOOT FROM THE CITY CENTRE

Cambridge Junction is a 30 minute walk from the centre of Cambridge. Head out of the city on St Andrews Street, with the Grand Arcade shopping centre on your right. Stay on this road as it becomes Regent Street.

When you get to the Catholic Church with the high spire at the crossroads where Hills Road, Regent Street, Gonville Place and Lensfield Road meet, head straight up Hills Road. As you pass over the bridge, you will see Cambridge Junction on your left.

Access can be gained via the stairs from the bridge or by continuing across the bridge and turning left into Cherry Hinton Road and across Cambridge Leisure Plaza. There are cycle racks outside the venue.

As a compact city, walking can be a great way of getting around Cambridge, especially if you are based in the centre. Most places around Cambridge are reachable in a 20 – 30 minute walk.

Cycling is by far the easiest method of travel around Cambridge. If you have your own bike and can bring it with you then you can get around the city in 5 – 15 minutes depending on your location.

If you don't have your own bike or can't bring it with you then there are possibilities to hire bikes.

If you are looking for a hire for a couple of days, check out Rutland Cycling

(<https://www.rutlandcycling.com/pages/cycle-and-climbing-hire.aspx>) they have a shop right next to Cambridge train station.

If you are looking for a single use hire then consider getting the OFO App which give you access to the dock-less OFO bikes around Cambridge. The charges for these are 50p per hour which caps at £5 a day.

BY BUS

Buses run regularly along Hills Road and Cherry Hinton Road throughout the day and early evening.

Nightbuses pass to and from the City Centre, Arbury, Kings Hedges, Chesterton, Trumpington, Queen Edith's Way, Cherry Hinton, Perne Road and the Whitehill Estate. For further information -

www.stagecoachbus.com

Buses are available across Cambridge and can connect you to most of the city. For a more detailed look on routes and times check the Cambridge County Council website

(<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/buses/bus-timetables/>). This should offer a comprehensive list of route maps and timetables across Cambridgeshire. The City Centre bus station is located on Drummer Street close to the Grand Arcade.

BY PLANE

The nearest airport to Cambridge Junction is **Stansted**. There are regular direct trains from the airport to Cambridge Station.