



Arrival/Departure Information for Schools

Welcome to the STARLIGHT THEATER at MYArts!

The Starlight is MYArts' main playing space and the home to most of Children's Theater of Madison's performances. This 296 seat proscenium theater ensures that every student will have a fantastic seat!

ARRIVING AT MYArts

- **Arrival Time:** Approximately 30 minutes prior to performance time is recommended.
- **By Bus:** Drop off is going to be at the front entrance of MYArts on Mifflin St. (1055 E. Mifflin). On-site parking is available for 4 buses. As of right now, this is on a first-come first serve basis. If the 4 spots are taken, buses should plan to park at Duane F. Bowman Park for the duration of the performance. Maps and other guidance information will be available one month before your performance and sent out the day before.
- **By Car:** There is free street parking in the neighborhood surrounding the MYArts building. Parking in the MYArts Parking Ramp (1055 E. Mifflin) is \$2/hr and can be accessed via Ingersoll St.
- **Getting off the Bus:** It is important that you keep your group together. Pay attention to directions from CTM Bus Coordinator (will have reflective vest on) or CTM Staff. Please have students enter the building in lines for faster seating. If you have lunches, collect them towards the front of your group for easy drop-off.
- **Be Prepared!** In the case of inclement weather, students may have a short walk from getting off the bus to the MYArts doors. Dress accordingly! Additionally, if any of your students require special consideration for getting off the bus or for seating in the theatre, please let the Student Matinee Coordinator know in advance.

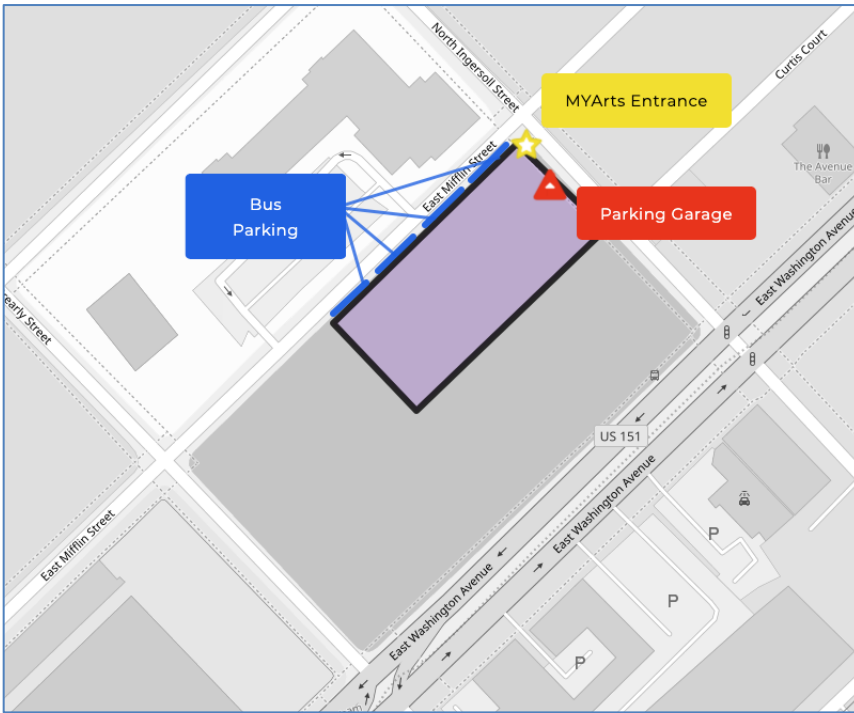
ENTERING MYArts

- **Check In:** You will be approached as you enter by a member of the CTM Staff, so be prepared to identify your group for attendance tracking. Please use the stairwell to head up to the Starlight Theater on the 4th floor.
- **Identification:** To ensure the safety of students, all adults MUST have a name tag. A school ID is great! If an adult does not have a name tag, they can get one at the Concussion Stand just outside the theater on the 4th floor.
- **Bags & Carry-ins:** Please leave all bags and backpacks on the bus, as they are not allowed in the theater. Medical Bags are allowed. Lunches (by reservation only) can be dropped off at the 4th floor Concussion Stand.
- **Late Arrival:** If you are running late, please contact the Student Matinee Coordinator by email (matinees@ctmtheater.org). *NOTE: Student Matinee Coordinator will be away from their desk so all phone calls should go to their cell phone (# provided the day before) for any questions the day of the performance.

DEPARTING MYArts

- **Talk Backs:** Every CTM Student Matinee is followed by a Talk Back with the cast. This is an opportunity for your students to ask questions about the show. It is FREE and takes approximately 15 minutes. We encourage you to stay for this great experience.
- **Dismissal:** Immediately following bows, the Talk Back will be announced and all groups not choosing to stay will be invited to exit out the back of the theater. Please do so quietly so as not to disrupt the experience of others! Once the talkback is concluded, all other groups should promptly depart the theater.
- **Bus Pick-Up:** Bus drivers will be informed of show length by CTM Staff who greet them upon arrival. They should return to the Mifflin St. entrance at the appointed time (be aware of Talk Back times!) to pick up students. Please use extreme caution due to the higher volume of foot traffic exiting MYArts.




Drop-Off and Parking Maps

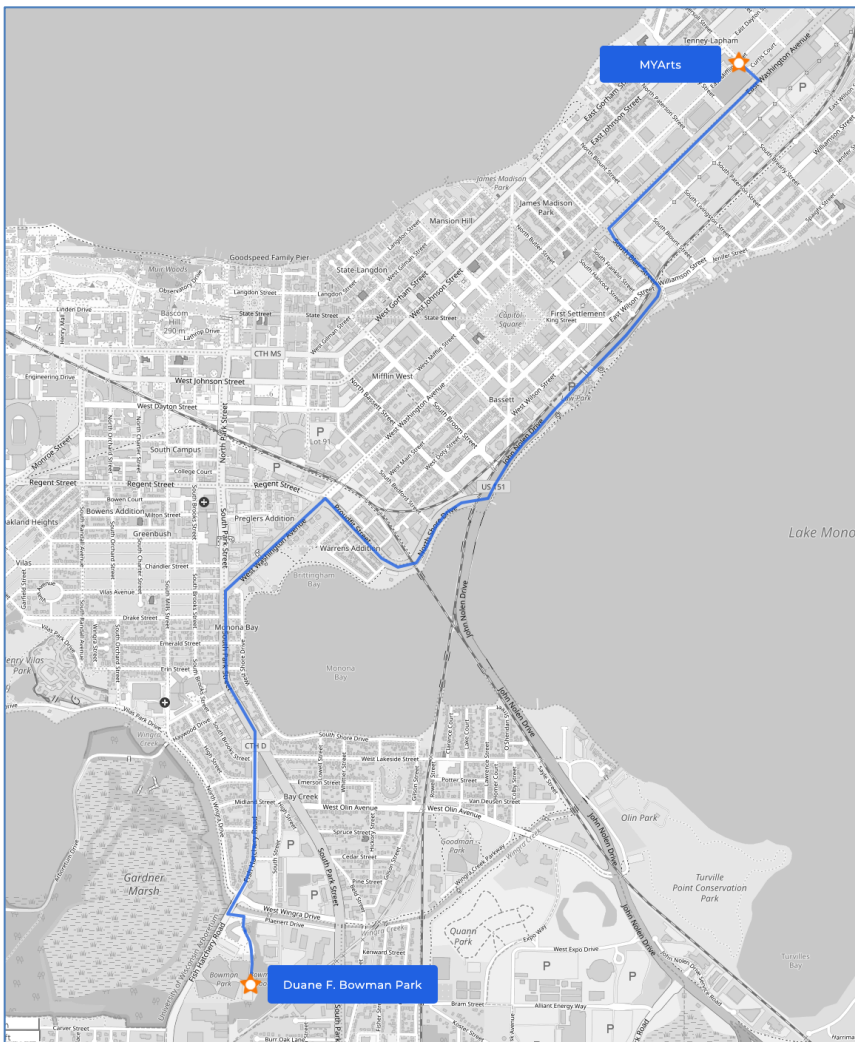


Arrival/Departure

Buses: Parking is on Mifflin St. Approach from Breese Stevens Field and turn onto Mifflin St. heading toward Ingersoll St. Pull into one of the 4 spots designated on the map.

Cars/Vans: Garage is indicated on this map, which provides easy access to MYArts. If you park on the street, please enter through the Mifflin St. doors.

-  → Indicates the Mifflin St. Entrance.
-  → Indicates the Ingersoll Garage.
-  → Indicates 4 Bus Parking Spots.



Off-Site Bus Parking

There will be 4 on-site bus parking spots. All other buses must park off-site. We recommend the **Duane F. Bowman Park – Parking Lot**.

Directions to Duane F. Bowman Lot

AFTER DROP-OFF...

- Take N Ingersoll St to E Washington Ave.
- Continue down E Washington Ave. Take John Nolen Dr and S Park St to Fish Hatchery Rd.
- Slight RIGHT onto Fish Hatchery Rd.
- Turn LEFT onto Plaenert Dr.
- Take NEXT RIGHT.

ARRIVE at PARKING LOT