Half Moon

Venue Information Pack

Autumn 2026

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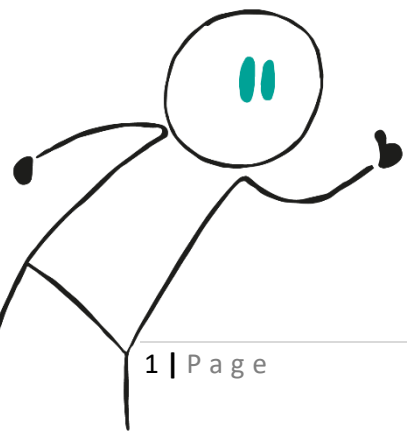


Welcome to Half Moon

we include, we inform, we inspire

Half Moon is the UK's leading small-scale young people's venue and touring company. It is a local organisation with a national remit, committed to supporting artists and young people at every stage of their creative development.

Working from their base in East London, Half Moon gives young people from birth to 18 (25 for disabled young people) an opportunity to experience the best in young people's theatre, both as a participant and as an audience member at their home base and on tour.

Half Moon's activity includes a season of professional plays for young audiences, national touring productions and an extensive creative learning programme, including eight youth theatres.

Half Moon's expertise is in supporting artists and young people at every stage of their creative development, providing a gateway to engagement, offering pathways for progression and experimentation and then disseminating outcomes within the wider cultural sector, through performances, touring productions, open dialogue and continuing professional development.

Half Moon places an emphasis on engaging participants (artists and young people) who often feel excluded from arts activity, such as those from Black, Asian and Ethnically Diverse backgrounds, Deaf and disabled people, those who are neurodiverse or affected by mental health conditions, or those excluded due to socio-economic circumstance.

Half Moon offers an on demand streaming service, offering unforgettable theatre for young audiences, available to watch anytime, anywhere, from the comfort of their own home, with British Sign Language interpreted productions and closed captions available.

The history of the company from 1972 can be explored on their Stages of Half Moon digital archive website: www.stagesofhalfmoon.org.uk

Half Moon is a National Portfolio Organisation of Arts Council England and receives regular funding from Tower Hamlets.

For more information visit www.halfmoon.org.uk

We look forward to welcoming you to our theatre!

Meet the team

Louise Allen
(she/her)
(loo-EEZ AL-in)
Executive Director / Joint CEO

Stephen Beeny
(STEE-ven BEE-nee)
Communications Manager

Jolanta Bujauskiene
(yo-LAHN-tah boo-YOW-skyen-eh)
Cleaner

John Bunker
(JON BUN-ker)
Cleaner

Androulla Constantinou
(an-DROO-lah kon-stan-TIH-noo)
Head of Creative Learning

Lydia Hallam
(she/her)
(LID-ee-uh HAL-um)
Creative Learning Administrator

Shjodi Ison
(SHOH-dee EYE-sun)
Youth Theatre Administrator and Pastoral Support

Natral Joseph
(NAT-rul JO-zif)
Box Office Assistant

Emily Richelle
(she/her)
(EM-uh-lee rih-SHEL)

Bradley Travis
(he/him)
(BRAD-lee TRAV-iss)

Emily Walls
(she/her)
(EM-uh-lee wawlz)

Half Moon Theatre
43 White Horse Road, London E1 0ND

020 7709 8900

admin@halfmoon.org.uk | technical@halfmoon.org.uk

Registered Charity 1010192

Registered Company 02479179

Travel

Get in time

Access to the theatre is 2.5 hours before the first scheduled performance start time, unless otherwise agreed at the contracting stage. This will give you and the technician ample time to complete the get in, focus any lighting, record simple lighting cues, and sound check, as required. We aim to open the house to the audience 5 minutes before the performance start time. Please confirm your arrival time by contacting technical@halfmoontheatre.org.uk

By road

Postcode: E1 0ND
W3W: order.jacket.noting

Half Moon is based at the end of White Horse Road, near the four-way junction of Commercial Road and White Horse Road and the Limehouse Link. Please be aware that White Horse Road is a one-way street, so keep this in mind when approaching and leaving the venue.

There are often planned road closures in the area, traffic on Commercial Road and through the Rotherhithe Tunnel (see note below) can be slow and long queues are likely. TfL provides up-to-date travel information here: www.tfl.gov.uk/traffic/status/

All roads and pavements in this area are uneven and have a fair number of potholes, speed bumps, traffic lights, varying speed limits and one-way streets, so care is needed when driving. Commercial Road is a very busy main road and is very noisy, so extra care is needed when crossing.

ULEZ

Please be aware that Half Moon is in the London Ultra Low Emission Zone (ULEZ) which operates 24 hours a day, 7 days a week. You may need to pay £12.50+ per day to use your vehicle within the ULEZ zone. You can check your vehicle via the TfL website here: www.tfl.gov.uk/modes/driving/ultra-low-emission-zone

Rotherhithe Tunnel

This tunnel has strict restrictions and fines in place for vans using the tunnel. The closest alternative routes exist through the Blackwell Tunnel and Silvertown Tunnel (East London – charges apply) or Tower Bridge (Central London). More info can be found on the TfL website here: tfl.gov.uk/modes/driving/rotherhithe-tunnel-restrictions

Parking

We have a parking space for up to 1 vehicle (no larger than XLWB/Luton). If you need parking for more than one vehicle, additional parking can be found outside the venue on White Horse Road and surrounding areas. On street parking is managed by Tower Hamlets, and can be paid for using the RingGo app, Mon–Fri between 8.30am and 5.30pm; free parking is available between 5.30pm and 8.30am weekdays and all-day Saturdays and Sundays.

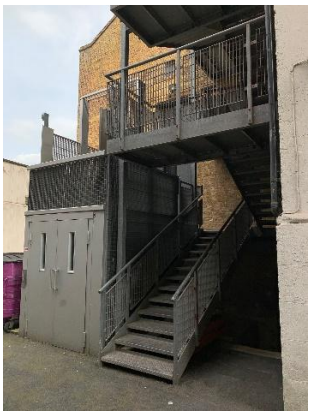
Congestion Charge

We are not within the Congestion Charge (CC), however, the CC covers Central London (approximately an 8-minute drive west of Limehouse). You will need to pay the daily £15.00+ charge if your journey goes through the zone. Check your journey here: www.tfl.gov.uk/modes/driving/congestion-charge/congestion-charge-zone

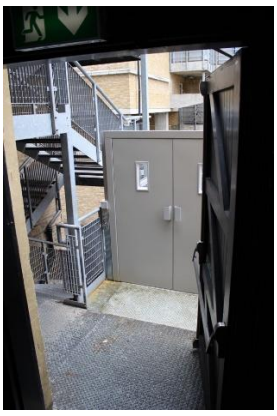
Loading

The loading bay is accessed through the black gates to the left-hand side of our building (hi-lighted in the green square here). If the gates are locked, please call **020 7709 8900** to gain access.

Loading bay



External lift and staircase



Lift from rear entrance

Rear entrance

Our theatre space is above ground level and access is via an external lift, external metal staircase or through front of house. We have large double height doors to access the space but recommend very large pieces of set to come through the front of house staircase or external side staircase.

Lift size:
2.2m (w) x 1.5m (l), 2.5m (h) there is no height restriction on the internal lift as it is uncovered.
1000kgs (max weight)

Max door dimensions:
1.3m (w) x 2.5m (h)

Theatre

Theatre dimensions (retracted seats)	7m (w) x 8.5m (d)	approx. 90 unseated audience
End on with seating bank:	7m (w) x 5m (d)	approx. 60-85 seated audience
Height of grid:	4.4m	

A flexible black box studio space fully equipped with LED lighting, sound and projection equipment. There is a space for an audience of up to 85 (depending on the age and make-up of the audience).

The theatre is a black box set up with serge drapes on tracks along the walls. There are no wings or crossover. The distance between the black tabs and wall is approx. 30cm. The entrance for performers is from the dressing room (located in the Red Room on the 1st floor) and then from the door behind the seating bank at the rear of the theatre.

While we are not a flying venue, there is a single hemp fly bar, positioned upstage, between the upstage most IWBs that can be used to rig backdrops or create a crossover using black serge. The pipe is 5 meters long and has a SWL of 300kg.

The theatre floor is marine plywood, is semi-sprung and painted black. There is no dance floor. You are welcome to provide your own floor cloths, dance floor or other floor coverings. Only professional theatre grade Le Mark Gaffer Tape can be used on the floor. Please note it is not possible to use screws or nails in the floor.

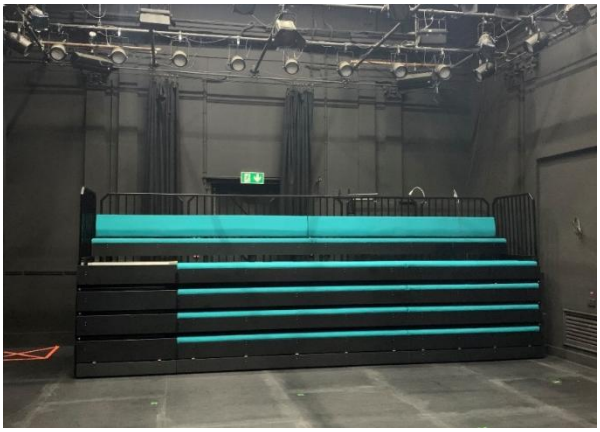
Additional equipment is subject to availability, please contact technical@halfmoon.org.uk with your requirements:

- ✓ Stage weights
- ✓ Stage braces
- ✓ Boom bases + arms

Seating

Seating is normally end-on and made up of 5 rows of soft seating, additional benches and floor cushions can be put out to provide a more intimate seating arrangement. Please discuss your seating configuration at contracting stage. The seating bank cannot be removed from the space, and when not in use, is concealed at the back of the theatre under a black serge drape.

Seating bank set for end on configuration.



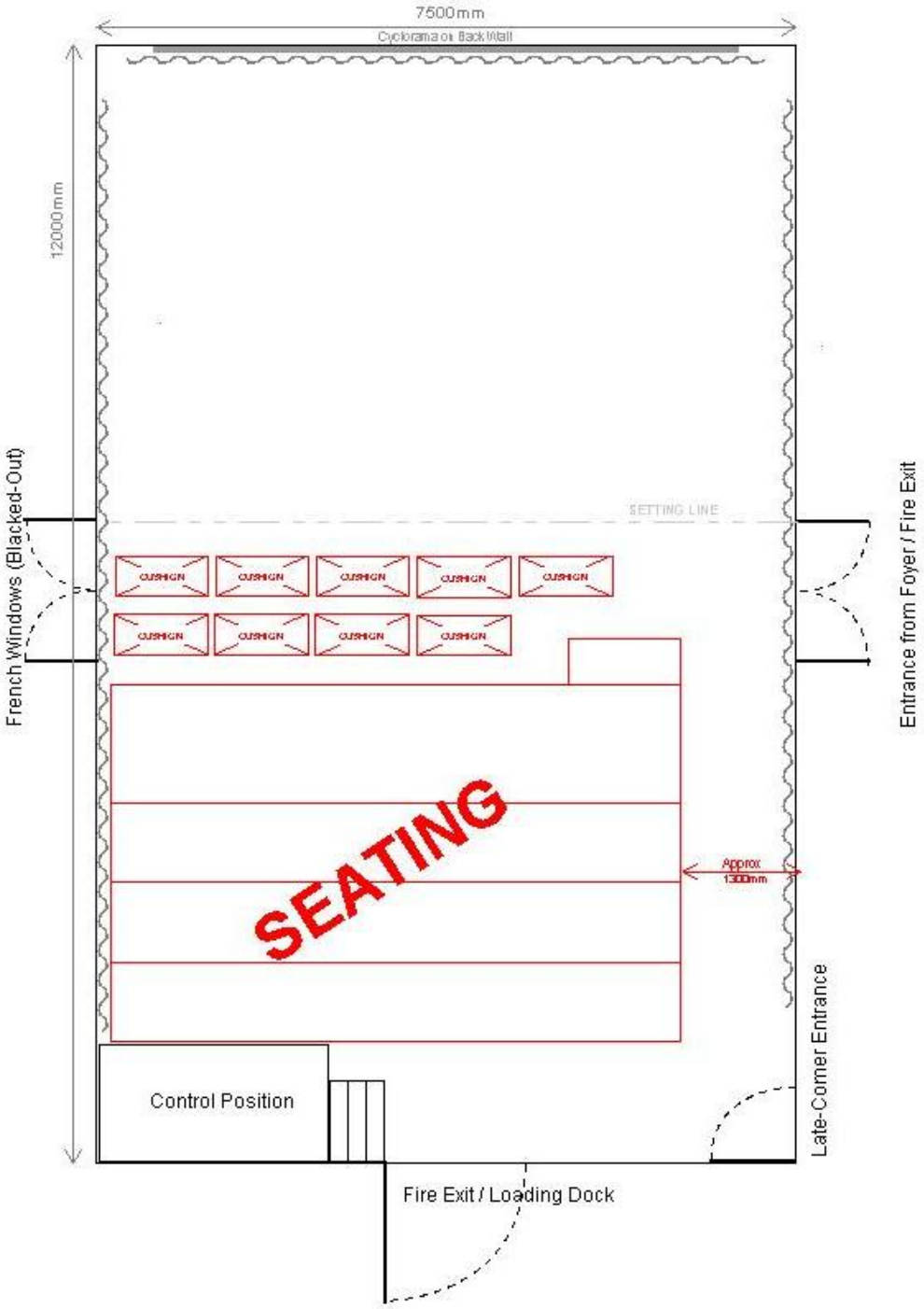
Seating bank stored.

Operating Position

The control position is situated at the back of the theatre and LX, sound and video can all be operated at the same time, the position is designed for one person. This structure cannot be moved although alternative operating positions can be set-up if required.

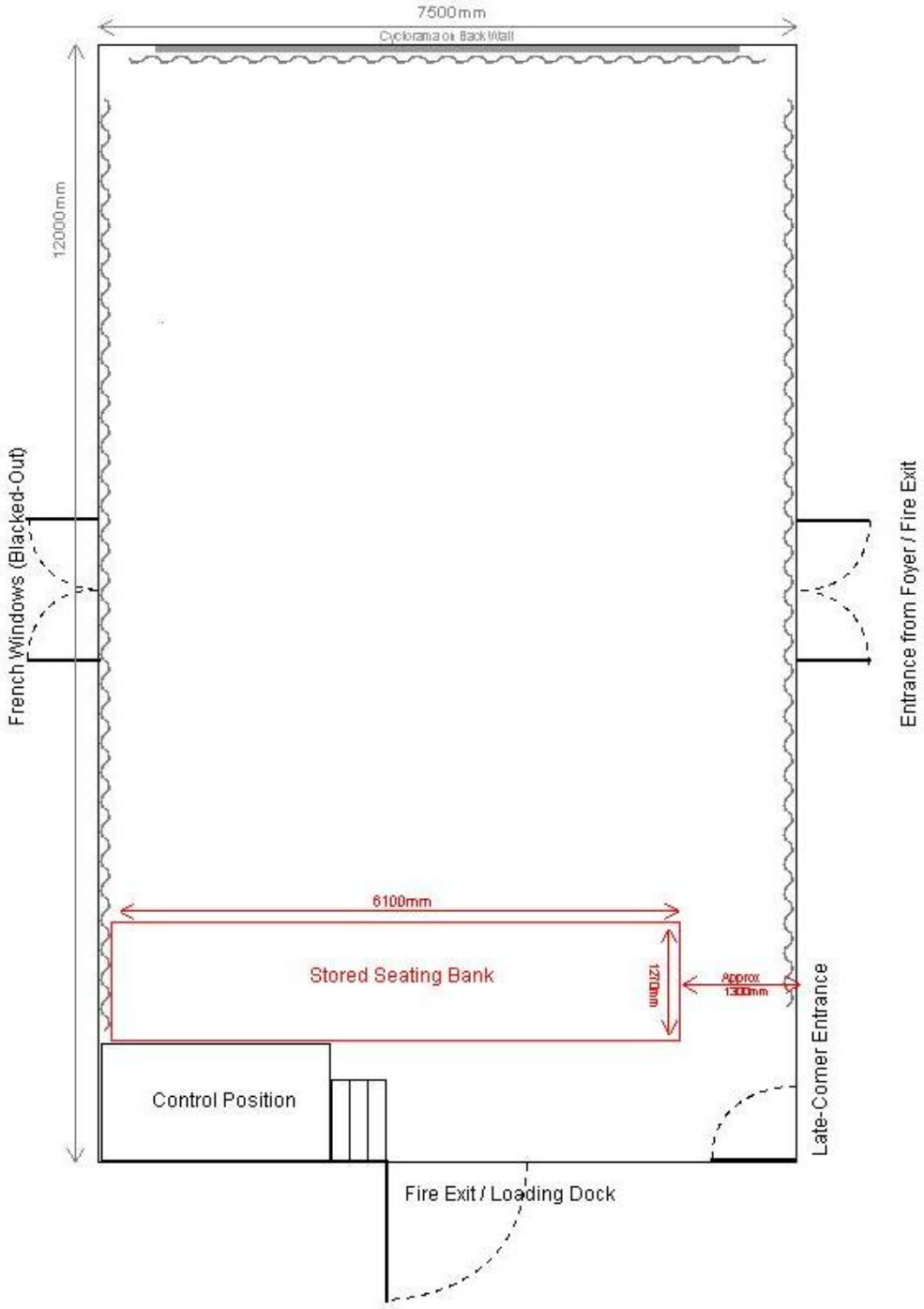
- ETC Ion XE 20 running EOS V3.0 or greater
- Yamaha DM3-S, a 16-channel digital mixing console
- Apple Mac Mini (2023)
- QLab5 (Audio Only Licence)

Please bring lighting, sound or video files on a USB drive or e-mail to technical@halfmoon.org.uk



Notes
House Lights -Channel 100 & 101
Latecomer Entrance - 102
MUST BE ON DURING PERFORMANCE

Half Moon Theatre	
LX Standard Rig	
Drawn by:	on:
Graham Broadbent	13/04/2022



Notes

House Lights -Channel 100 & 101

Latecomer Entrance - 102

MUST BE ON DURING PERFORMANCE

Half Moon Theatre	
LX Standard Rig	
Drawn by:	on:
Graham Broadbent	13/04/2022

Lighting

The theatre has an LED lighting rig, which provides adequate and versatile cover of the playing space. There are different colour and focus modes within the LED units (see lighting plan for details of lanterns available) which include mixture of Parcan and Fresnel style lanterns. There are 4 LED profiles with 25/50 zoom lenses which can be focused as specials if required. The LED fixtures provide a range of red/amber/green/blue colour mixing with Lee colour match filters. We have a small selection of gobos and different sized gobo holders. Please let us know in advance if you are bringing gobos.

If additional or specific lighting is required, please provide your lighting plan no later than 4 weeks prior to get in. A pre-rig can be arranged (subject to in-house equipment stock) if agreed at the contracting stage.

Control:
Main Lighting Desk at Control Position: ETC Ion XE 20 running EOS V3.0 or greater
5 pin DMX output available at the grid level USL and stage level USR
3 pin DMX output available at the grid level

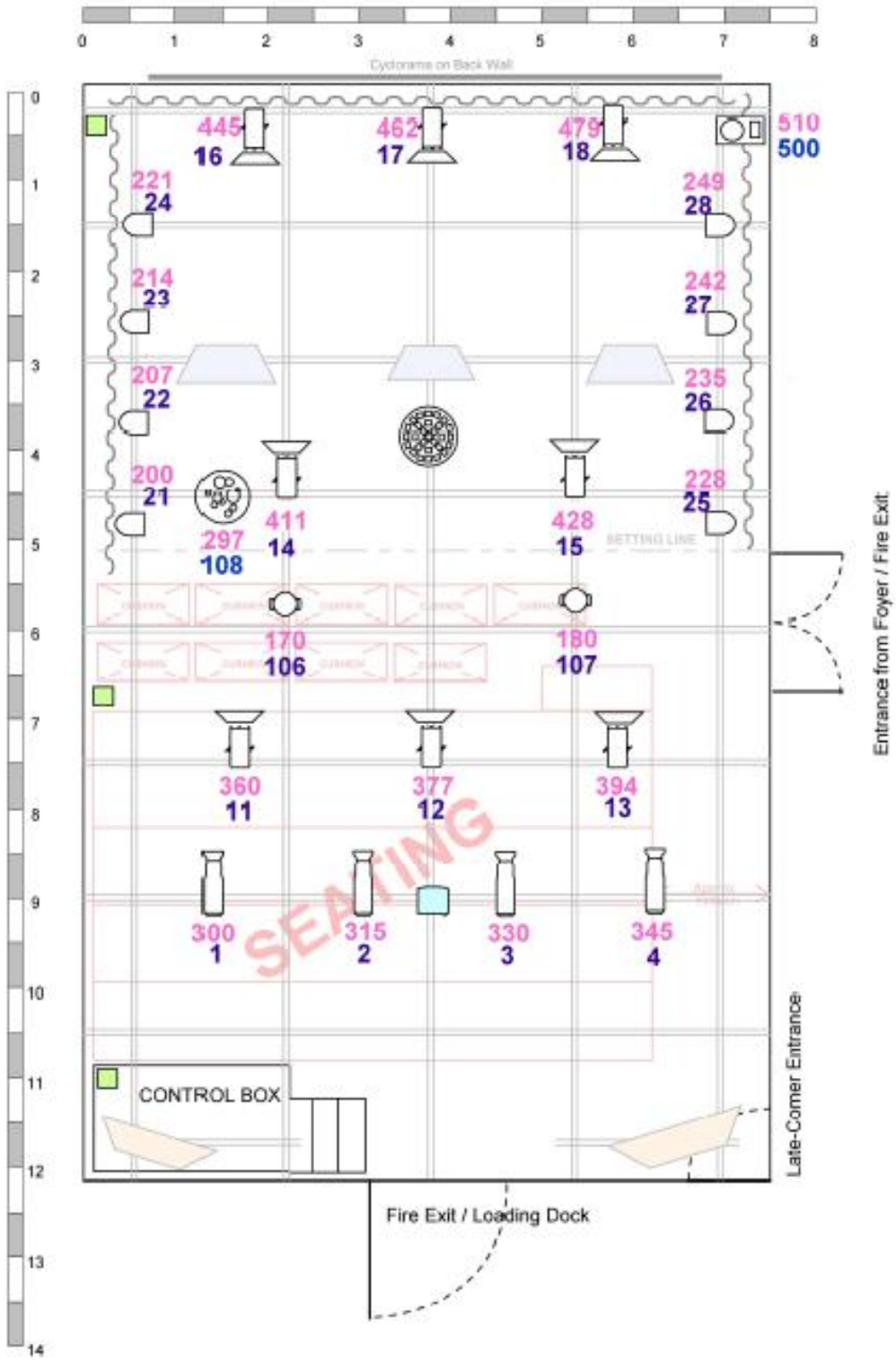
Dimming:
72 x 15 amp circuits made up of 3 x 24 way Zero 88 Chilli dimmers
Circuits 1-64 are in the grid, see the lighting schedule for circuit numbers and their uses
Circuits 65-72 are at ground level
All dimmer outlets are 15 amp

Access Equipment in Theatre:
2 x Zarges, 8 rung, 3-part Ladder
Zarges PAX 3T Tower
We have additional ladders if needed.

Additional in-house equipment (subject to availability, must be agreed in advance):
1x Hazer
1x Bubble machine
1 x 12” mirror ball with 1 RPM rotator (fixed in the rig)
1x Magnum smoke machine with long cable remote
1x 400w U.V. cannon

Download from DropBox:

ETC SHOW FILE: MOON_BASE 0926



KEY

Ovation E-910FC- 25/50 (15)

Ovation F-415 FC Fresnel 30/85 (17)

Stairville RGB Par 56v2 (7)

Barn door

ADDRESS
CHANNEL

EFFECTS

BY PRIOR AGREEMENT

ROTATING MIRROR BALL (GRID)

BUBBLE MACHINE (GRID)

HAZE MACHINE (FLOOR)

AUDIO VISUAL

Projector access point via HDMI

NEC P501XG Projector

EV SX 300 / SB 121 Speaker

The Box Pro Achat Speaker

CONTROL

Lighting: ETC ION

Sound: Yamaha DM3

Playback: QLab 5 (Audio only license)
MacMini

HOUSE LIGHTS

DMX 1 / Stairville RGB Par 56v2 (7)

DMX 100 / slimBANK T18 RGB (13)

Drawn by: EWalls on: 10/09/26

For any queries relating to this plan please contact the technical and production manager:

Emily Walls
emily@halfmoon.org.uk
020 7709 8911

Sound

Our sound system is made up of 5 speakers suspended from the grid and provide a good level and range of sound for audience position, they cannot be removed or relocated. Speaker placement is displayed on the lighting plan.

Fixed speakers:

2 x EV Sx 300	Main stereo left and right: 1 x serving FOH L, 1 x serving FOH R
1 x EV Sb 121	1 x Sub – CS
2 x The Box Pro Achat 206	Stereo delays/surround: 1 x back FOH L, 1 x back FOH R

Control:

The control position is behind the seating bank, FOH L. We find this is a good position for live sound mixing. The serge drapes enclosing the theatre also help in preventing unwanted sound reflection. We run QLab5 (Audio Only License) on an Apple Mac Mini (2023) via a Focusrite Scarlett 2i2 4th Gen Audio interface. Please bring any sound files on USB drive in a .mp3 or .wav format.

Our sound desk was recently upgraded (July 2024) to a Yamaha DM3-S, a 16-channel digital mixing console.

If you are unfamiliar with a digital sound desk, Yamaha have some quick and helpful demo videos on their website here: Yamaha DM3 Series Training Videos

We have additional sound equipment which includes foldback speaker, DI's, wired microphones, various cables and recording equipment (all equipment subject to availability). Please contact us with your specific needs but please be aware there may be an additional charge for use of this equipment and consumables.

AV

There is a white PVC screen on the back wall of the theatre space for use with projection. TThe black serge drapes can cover this when not required. This projector screen cannot be removed. Our projector has HDMI or VGA inputs and can be operated from the control position at the back of the theatre. We can provide cabling and adapters if required.

Screen: 5.4m (W) x 3m (H).

Projector: 1 x NEC P501XG Projector - 5000 Lumens.

The projector sits above the centre of the room, just below the lighting rig on its own scaffold bar and cannot be moved from its position. Projector and screen placement is pictured on the lighting plan.

Dressing Room (The Red Room)

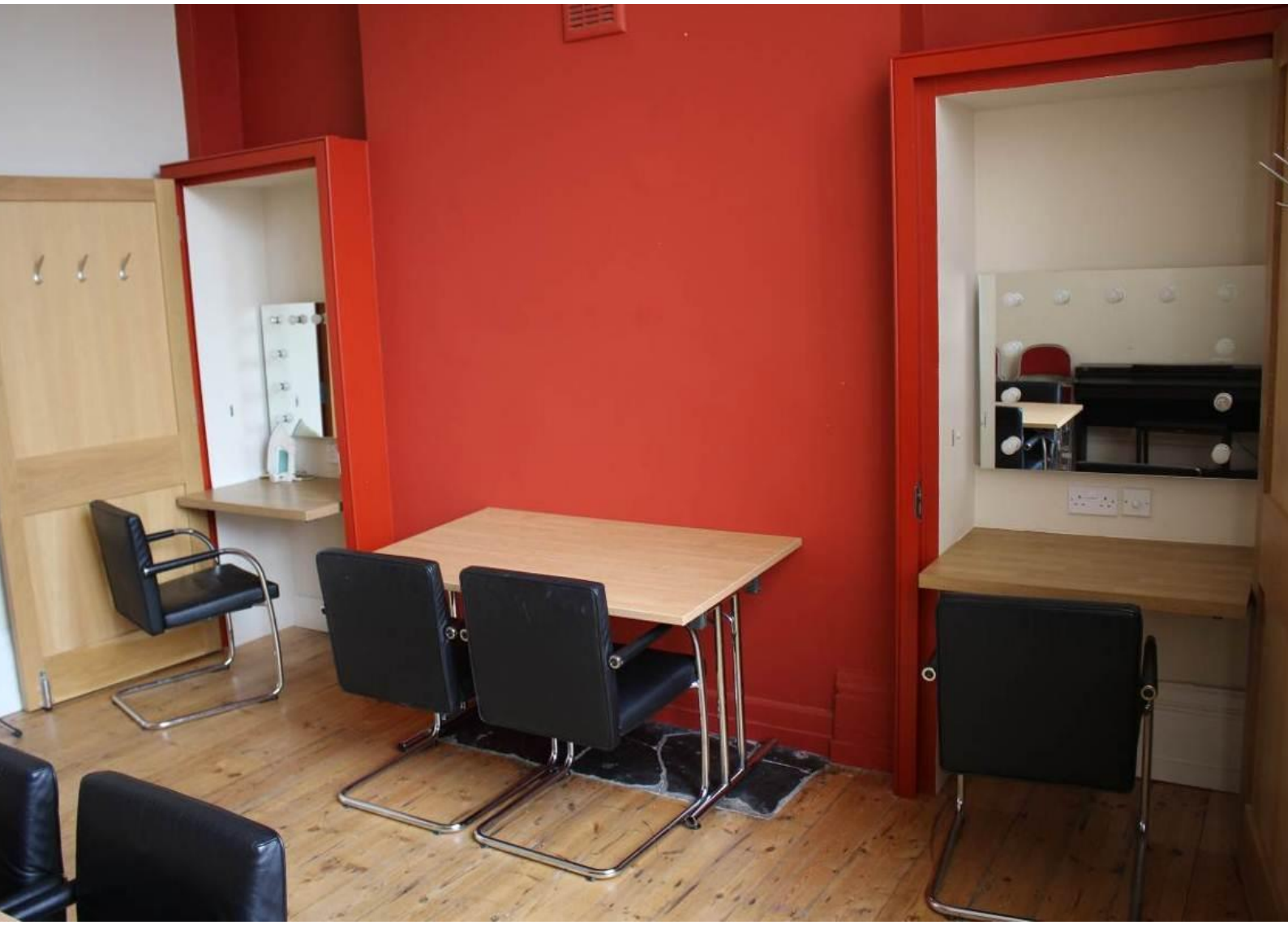
There is one large lockable dressing room on the first floor of the building (The Red Room).

The dressing room has two stations with lit mirrors, as well as additional seating and tables. It is provided for your sole use during your time at Half Moon and we will provide you with a key and WiFi details on arrival.

There are toilets and a shower adjacent to the dressing room, all are fully accessible.

An iron and ironing board are kept in the dressing room, along with coat hangers and hooks for costumes.

In the basement, we have a washing machine (quickest cycle is 20mins) and tumble dryer available upon request. We have laundry baskets and drying racks, please provide your own laundry supplies and towels if required.



Dressing room (The Red Room)

Green Room

Our green room is situated on the first floor for all staff and visiting companies to use.

Facilities include a microwave and fridge as well as complimentary tea and coffee, milk, and milk alternatives. Please label any items that you put in the fridge with your name and company.

The Green Room is a shared break space for staff, freelancers and visiting companies, so please keep it a work-free zone. The upper corridor or foyer can be used for laptop work and phone calls. If you need a dedicated workspace, rooms are available to hire.

The Green Room

Front of House

The theatre is usually opened 5 minutes prior to the performance time. Please inform us if you require an earlier opening for pre-show activities.

Once the audience is seated, our duty manager will deliver a short announcement before the performance begins.

Low-level house lights remain on for the duration of the performance, we allow latecomers and re-admission at any time. Our FOH team will be present during the performance to assist audience members and help with any necessary audience control.

Merchandising or programme sales are subject to a 20% +VAT commission, please speak to the duty manager on arrival. We run our own bookshop in partnership with Bricklane Books, it is not possible to sell books, unless agreed in advance.

Our front of house area is very small, and fills up quickly with buggies and bags, which means we are unable to facilitate any stalls, tables or pop-up banners in the foyer. A table can be provided in the theatre for marketing materials and brought onto stage at the end of the show, if required.

Theatre Foyer

Upper Studio

On the first floor we have an accessible studio space with colour changing LED lighting and desk, PA system, projector, and projection screen. The Upper Studio is a flexible space for rehearsals, auditions, meetings and presentations, scratch nights, parties and group sessions and can be set up with theatre style seating, or with tables, or left clear. We can also provide at a cost, tea, coffee and catering if required. Please speak to our hire team for more information: hello@halfmoon.org.uk

Upper Studio Dimensions
4.1m x 10.4m.
Max capacity 35 people.

Equipment available
Soundcraft EFX8 mixing desk
4x JBL speakers
3.5mm jack input
14x LED Par 56 (RGB)
1x Showtec DMX Controller
1x NEC P501XG projector - 5000 lumens – fed by HDMI cable
Fixed white PVC screen 2.3m wide x 1.7m high
Yamaha Clavinova CLP-124 digital piano

Upper Studio

The Red Room

Our Red Room, with original wood flooring and large light windows is positioned on the first floor and fully accessible via the lift.

The Red Room is available to hire for meetings, auditions, and events. It is a versatile space with reliable internet access, tables, chairs, flipcharts, an electric piano and projection facilities.

We can also provide at a cost, tea, coffee and catering services if required.

Room Dimensions
4.5m x 4.7m
Max capacity 12 people

Equipment Available
Yamaha Clavinova CLP-124 digital piano
NEC M362WG Projector - 3600 lumens – fed by HDMI cable
Pull-Down Projection Screen

For availability and costings please contact 020 77098911 or e-mail admin@halfmoon.org.uk

The Red Room

Local Area

East London is a diverse community with a rich cultural heritage. Half Moon has been working with the local community for over 50 years. You can find our full history on our dedicated archive site: www.stagesofhalfmoon.org.uk

Staff recommendations:

The Yurt Café – 2 minute walk
2 Butcher Row St Katharine's Precinct, London E14 8DS
www.rfsk.org.uk/yurt-cafe

Two Magpies Café – 2 minute walk
583 Commercial Rd, Ratcliff, London E1 0HJ
www.two-magpies-cafe.business.site

The Grapes – 15 minute walk
76 Narrow Street, Limehouse, London, E14 8BP
Famously owned by Sir Ian McKellen, with Gandalf's staff framed behind the bar.
www.thegrapes.co.uk

Medical assistance:

Boots Pharmacy
382 Commercial Road, London E1 0LB

A&E Department
Royal London Hospital, Whitechapel, London E1 1BB

Accommodation

Half Moon does not have a digs list.

Below are some suggestions for sites and local hotels you may find helpful. Half Moon does not endorse and has not independently verified the types of accommodation on offer. Accommodation is subject to the terms and conditions of the provider.

Theatre Digs Booker
www.theatredigsbooker.com

Premier Inn London Canary Wharf (Westferry) hotel
173 Limehouse Causeway, London E14 8JD
www.premiereinn.com

The Royal Foundation of St Katherine
2 Butcher Row, London E14 8DS
www.rfsk.org.uk

Limehouse Library Hotel London
638 Commercial Rd, London E14 7HS
www.limehousehotel.com

Pre-visit checklist:

- ☐ Signed and returned your contract to: admin@halfmoon.org.uk
- ☐ Sent your print and website copy to: marketing@halfmoon.org.uk
- ☐ Confirmed your arrival time and sent your risk assessments to: technical@halfmoon.org.uk
- ☐ Checked the TfL website for travel info: www.tfl.gov.uk/traffic/status/

Updated September 2026