



# AUDITORIUM RENTAL INFORMATION PACKAGE

Great Lakes Secondary School (GLSS)  
[340 Murphy Road, Sarnia](#)



## RENTAL ENQUIRIES

Please contact:  
Community Use of Schools  
CLASS Shared School Services  
Tel: 519-627-0835  
Toll Free: 877-887-4025  
[www.cklass.ca](http://www.cklass.ca)



GLSS Auditorium is located within Great Lakes Secondary School, a Lambton Kent District School Board school.

The auditorium supports programs at the school and the Board by acting as a venue for numerous events including theatre, dance, music, film, and presentations.

Opened in 2022, GLSS Auditorium has 589 fixed seats, 11 wheelchair positions, a large, open concept back-stage green room, and separate dressing room, and a large stage with street level 'garage door' access. There is also an incredible lighting/sound system located in a separate booth. The main entrance/lobby boasts concession and box office booths as well as a coat check room. This spacious auditorium is air-conditioned and wheelchair accessible.

It is the intent of the Board to make GLSS Auditorium available, for approved Community Use of Schools rental activities, in a fair, equitable and cost recovery manner, while recognizing that the primary use of the facility is for the delivery of education to it's students.

Community Use of Schools is operated under the umbrella of Chatham-Kent Lambton Administrative School Services (CLASS), which is jointly and equally owned by the Lambton Kent and St. Clair Catholic District School Boards.

If you would like to book a site visit to determine if GLSS Auditorium will suit your program needs please contact the Community Use of Schools Rental Office @ 877-887-4025.

## LOCATION

GLSS Auditorium  
Great Lakes Secondary School  
340 Murphy Road  
Sarnia ON N7S 2X1



# ACCESSIBILITY

Great Lakes Auditorium is dedicated to providing a barrier-free environment for all students, staff, and community members.

**PARKING:***Parking Map - page 18*

Clearly marked, accessible parking spaces are located close to both the entry and the exit.

**ACCESS:***Floor Plan - page 5*

Automatic door openers are located at the main entrance, and within the venue.

**SEATING:***Seating Plan - page 8*

There are eleven wheelchair positions that could also be used as walker 'parking spots'.

**WASHROOMS:***Floor Plan - page 5*

Accessible washrooms are located front and back of house and there is also an all-gender accessible washroom, with an automatic door opener, located front of house.

**ELEVATORS:***Floor Plan - page 5*

There are two elevators, one from the foyer to the sound booth and another from the auditorium floor to the stage.

**ASSISTIVE LISTENING DEVICES:***Audio Equipment - page 16*

There are fourteen wireless radio-frequency hearing-assistance receivers available.

**SCENT ADVISORY:**

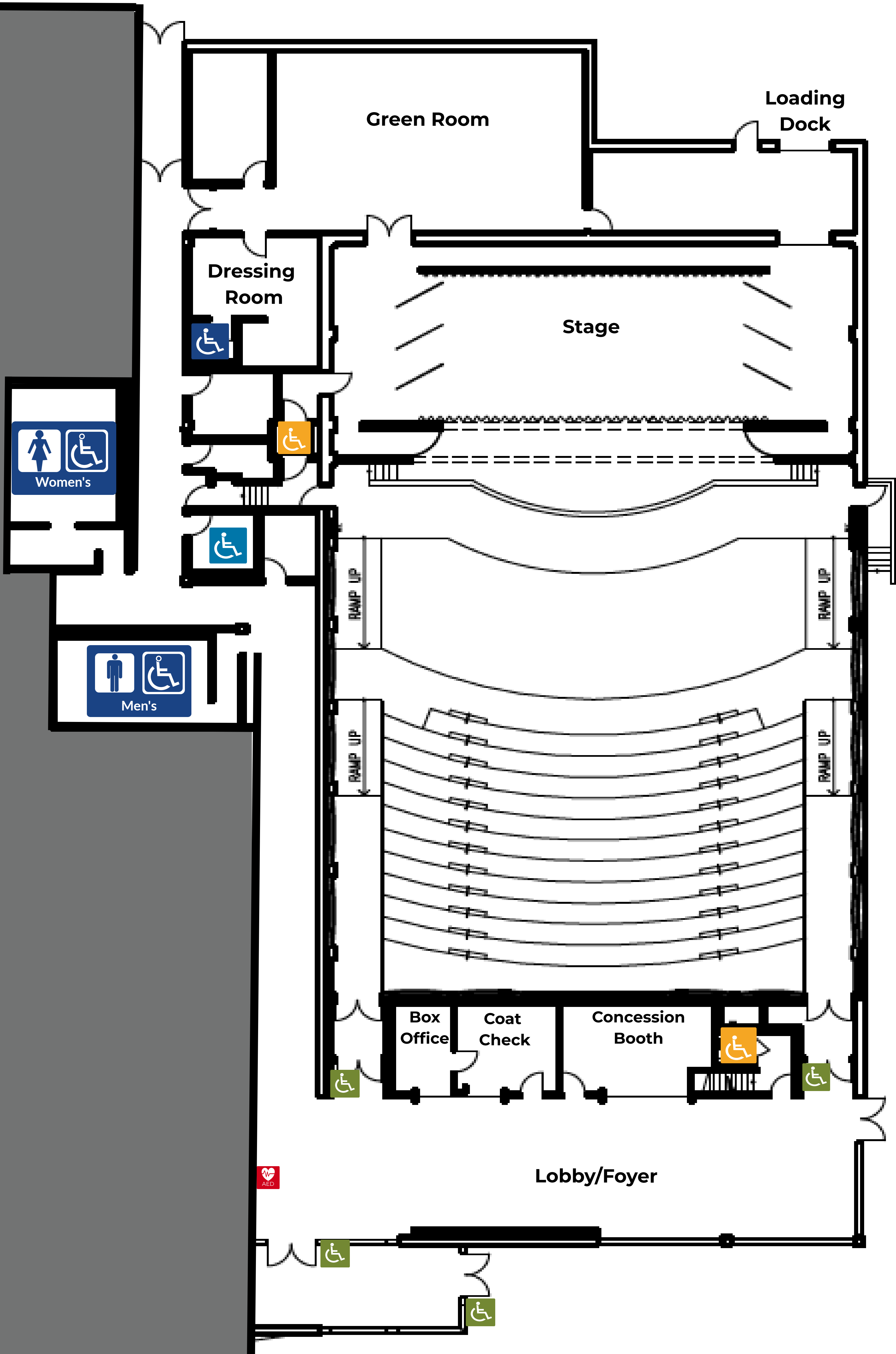
GLSS encourages a scent-free environment and asks that, in consideration for others, people refrain from wearing heavily scented products.

**SERVICE ANIMALS:**

Service animals are welcome, there are areas in the auditorium where aisle/leg room allows space, without obstructing other patrons, or building fire codes/evacuation procedures.








# AUDITORIUM FLOOR PLAN



## Accessibility

We are committed to ensuring these facilities are accessible to all community members.

-  Accessible washroom
-  Accessible all-gender washroom with wheelchair level door button
-  Elevator access from foyer to sound booth and auditorium floor to stage
-  Wheelchair level door buttons

 An AED is a lightweight, portable device that checks the heart's rhythm and sends a shock to the heart to restore normal rhythm. The device is used to help people having cardiac arrest.



# FRONT OF HOUSE

## AUDITORIUM LOBBY/FOYER

Auditorium rentals include complimentary use of the bright, spacious lobby area, for reception prior to the event, intermission, and post-show activities. Accessible washrooms are conveniently located nearby.

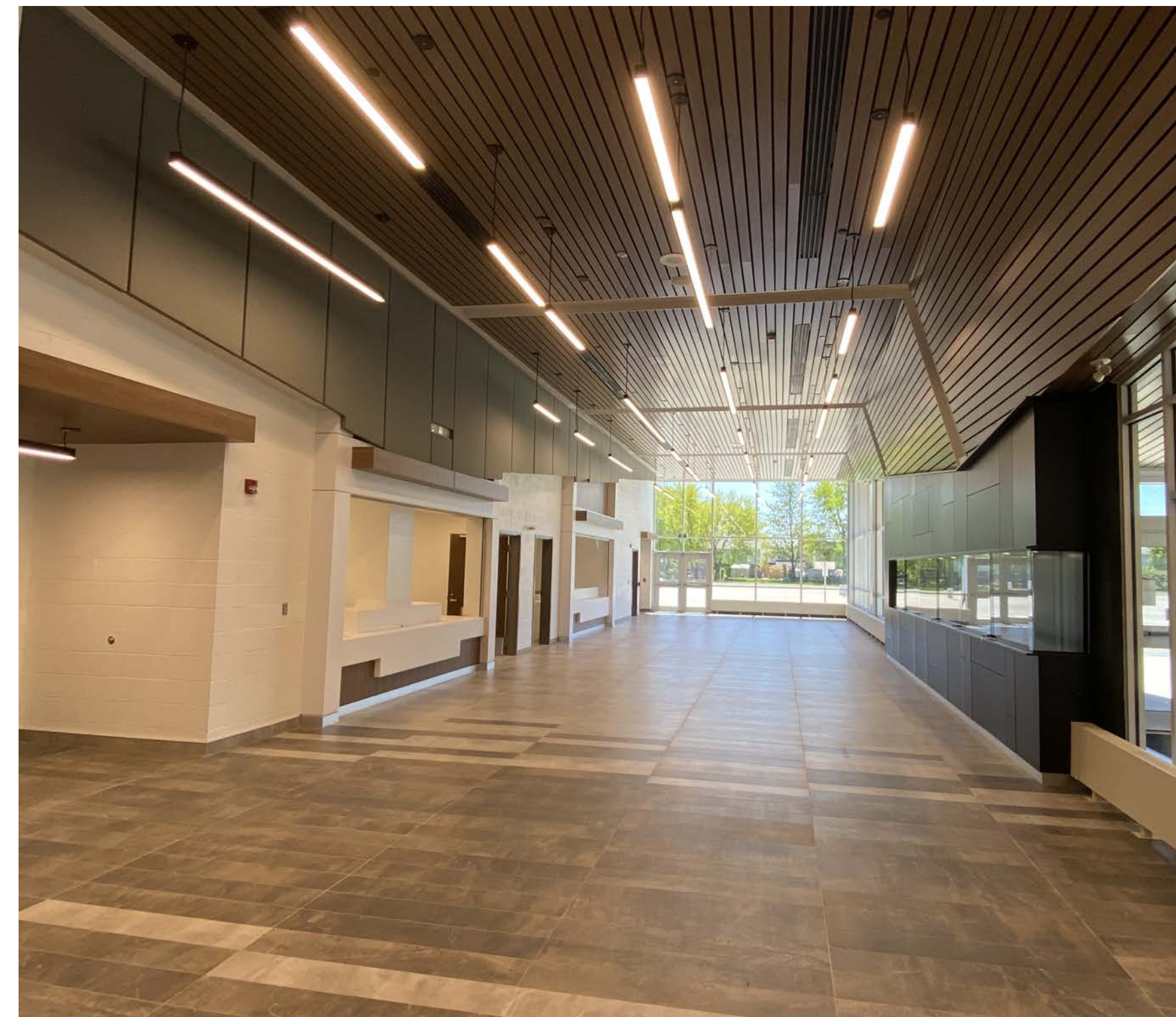
Length: 90ft (27.43m)

Door width: 23ft (7m)

## CONCESSION BOOTH

If requested, auditorium rentals may include use of the concession booth, which is located in the lobby. This rentable space has 2 sinks, a fridge and counter/server.

If rental groups wish to sell food and/or non-alcoholic beverages this must be requested during the application process. Groups are responsible for determining if a Vendor Permit is required. No food or beverages (other than water) are permitted inside the auditorium.



## COAT CHECK & BOX OFFICE

Auditorium rentals may also include use of the coat check room, and/or the adjoining box office booth, located in the auditorium lobby.

There is a door between these 2 booths which can be closed/locked for box office security.





# AUDITORIUM SEATING

**SEATING:** 589 fixed seats + 11 wheelchair positions (that could also be used as walker 'parking spots').

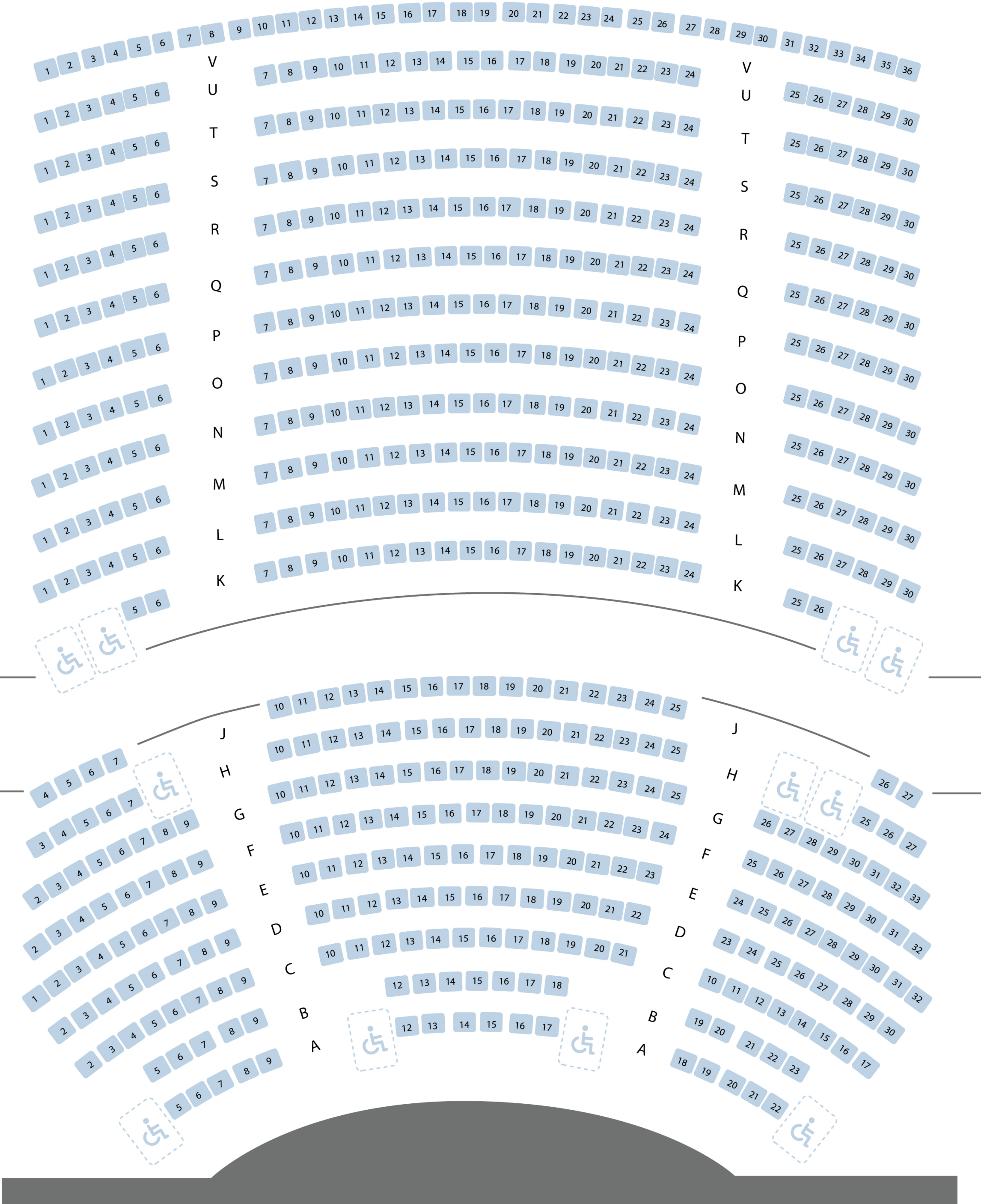
**SEATING STYLE:** Raked seating, on an upwards slope away from the stage, provides an unobstructed view from all seats.

**SEATING ARRANGEMENT:** 'Theatre style seating' with multiple aisles for easy access.

**SEATING:** Upholstered self-rising seats with arm rests, aisle panels and under seat lighting.







Great Lakes Secondary School  
GLSS Auditorium  
Seating Plan



# STAGE OVERVIEW

**TYPE:** Proscenium, wings stage left and right

Audience face the stage straight-on and the stage has an 'arch' which acts like a picture frame through which the action can be seen.

**FLOORING:** Masonite, painted black

Appropriate floor covering, such as a portable dance floor, must be used for activities that may damage stage floor, such as tap dance. Gaffer tape is the only type of tape that may be used on the stage floor.

**ORCHESTRA PIT:** No pit, however 34 seats are removable.

Row A: Seats 5 to 9; 12 to 17 and 20 to 24  
Row B: Seats 5 to 9; 12 to 17 and 20 to 25





# STAGE DRAPERIES

**VALANCE:** Black 21oz velour, 50% fullness

Height: 59in (1,500mm)

Width: 610in (15,500mm)

**MAIN CURTAIN:** Black 21oz velour, 50% fullness (2 panels)

Height: 207in (15,250mm)

Width: 327in (8,300mm)

Manual draw, 400 series track

**LEGS:** Black 21oz velour, flat construction

Height: 217in (5,520mm)

Width: 96in (2,400mm)

On pivot devices (3) pair

**BORDERS:** Black 21oz, flat construction (3)

Height: 67in (1,700mm)

Width: 610in (15,500mm)

**MID STAGE TRAVELER:** Black 21oz velour, 50% fullness (2 panels)

Height: 205in (5,250mm)

Width: 327in (8,300mm)

Manual Draw, 400 series track

**REAR TRAVELER:** Black 21oz velour, 50% fullness (2 panels)

Height: 205in (5,250mm)

Width: 327in (8,300mm)

Manual Draw, 400 series track

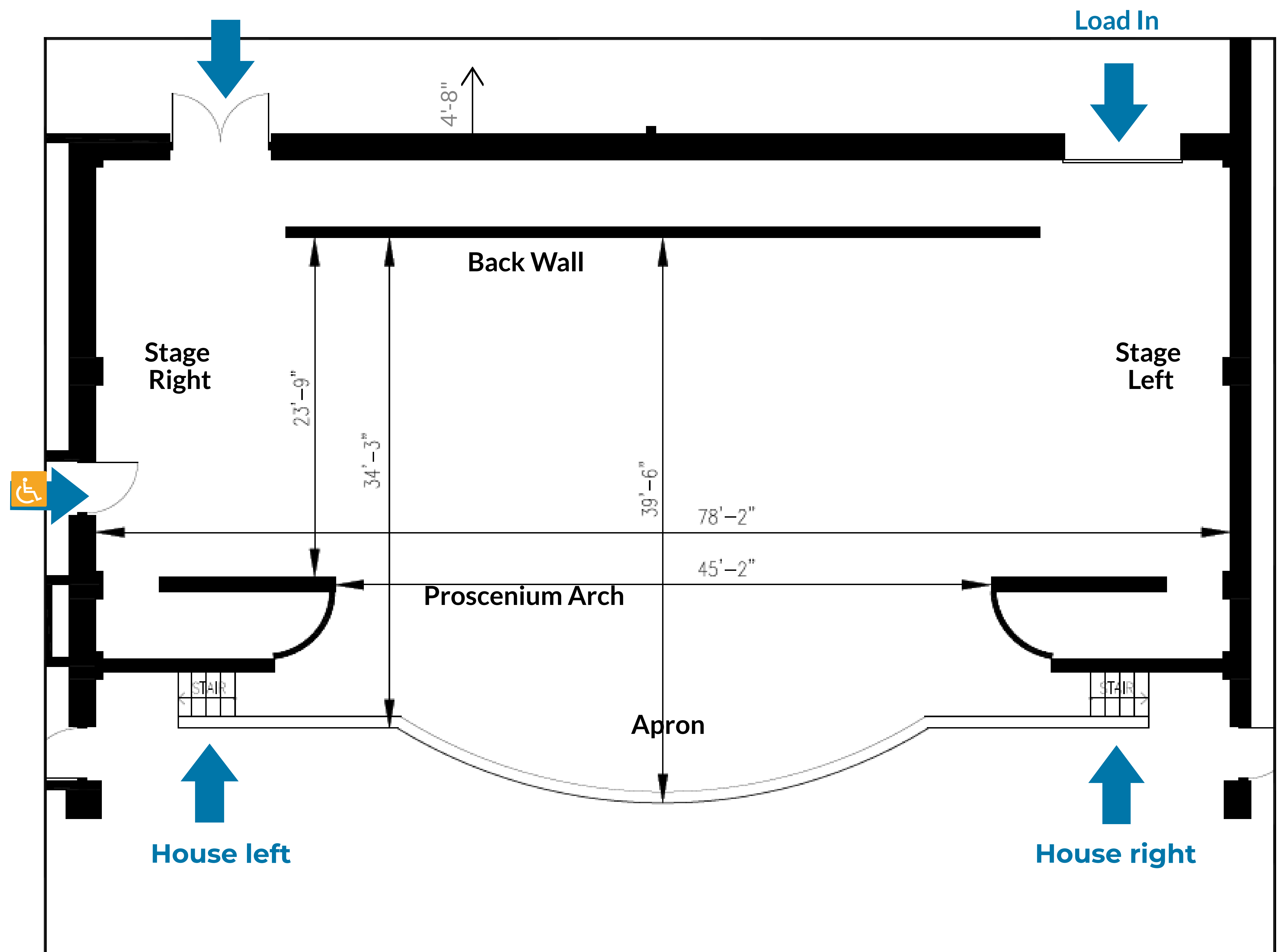




# STAGE ACCESS & DIMENSIONS

There are several access points to the stage:

- from auditorium floor via stationary stairs located house left & right
- from the school hallway leading to stage right
- from green room and/or drama room, leading to stage right
- from loading platform leading to stage left





# BACK STAGE FACILITIES

## LOADING DOCK

There is street level motorized garage door loading access with direct access to the stage. There is space for a truck to back-up to the loading door.

Door height: 10ft, 6in (3.23m)

Door width: 7ft, 10in (2.16m)



## DRESSING ROOM

This wheelchair accessible rentable space has eleven make-up stations, two change stalls, one sink and a barrier free washroom. Stage sound is piped in.

Length: 21ft, 5in (6.55m)

Width: 19ft, 5in (6m)

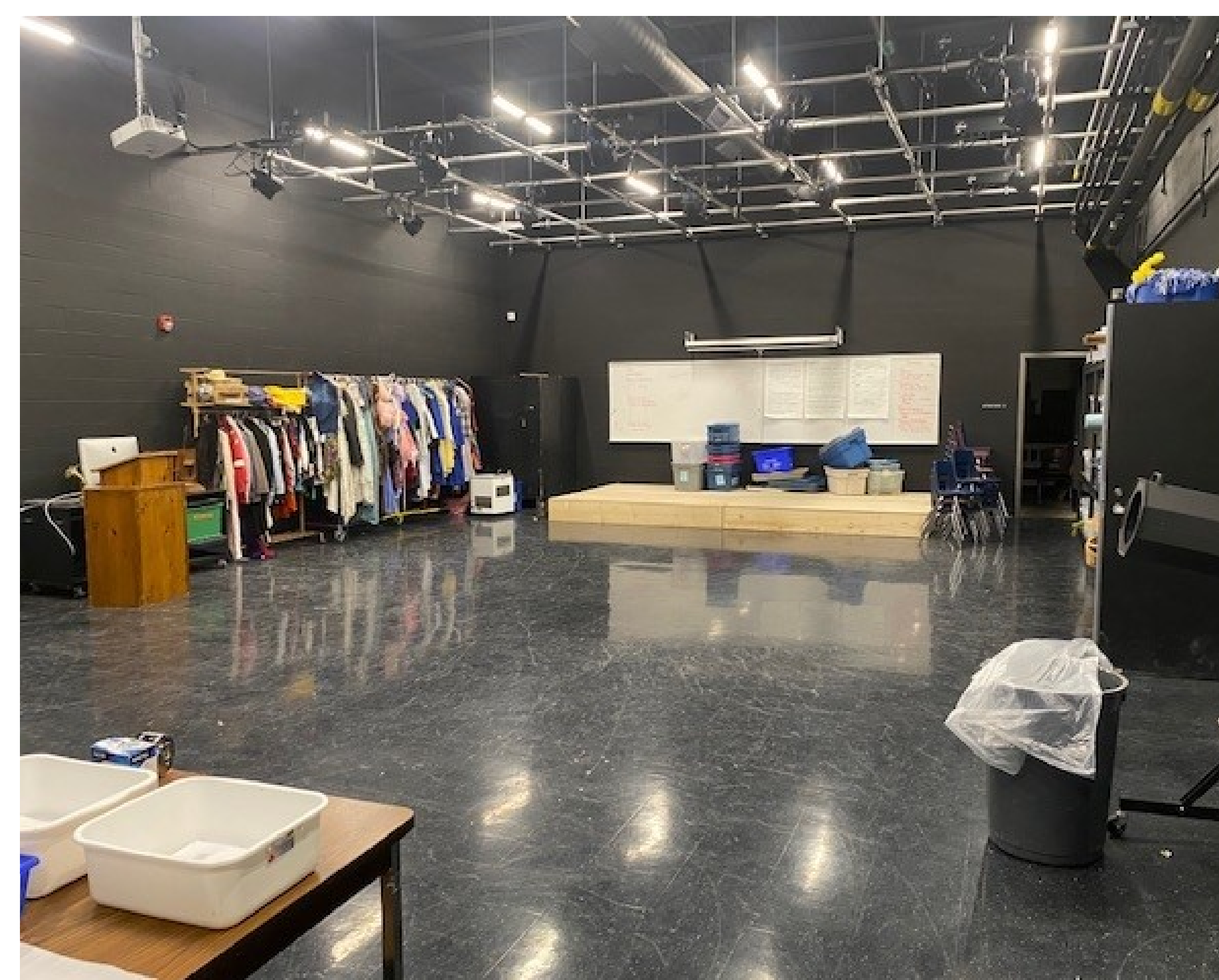


## GREEN ROOM

Auditorium rentals include complimentary use of this wheelchair accessible, open concept space which is located directly behind the stage. Stage sound is piped in.

Length: 46ft, 6in (14.17m)

Width: 22ft (6.71m)





# AUDIO VISUAL (AV)

The auditorium AV can be used for simple presentations, with one operator using a touch screen located side stage, or more complex productions such as theatre or concert events that require one or more operators.

The control room houses a large format digital audio console running on a digital network and analog for back up. A small FOH desktop rack offers media playback and HDMI video input.

A board approved operator/technician must be hired for all rentals which require sound and/or lighting. The cost of the technician, and the number of technicians required, depends on the size, and needs of the event.

During the application process groups are asked to complete an AV Tech Request form, outlining their Audio Visual needs.

The cost of the technician(s) and a \$50 (+HST) non-refundable 'AV Tech Booking Processing' fee will be added to the permit.





# VIDEO PROJECTION

Video content can be displayed from either the control booth or side stage. An additional HDMI output is available side stage for additional monitors.

**PROJECTOR:** Ceiling mounted laser projector is suspended over the seating area.

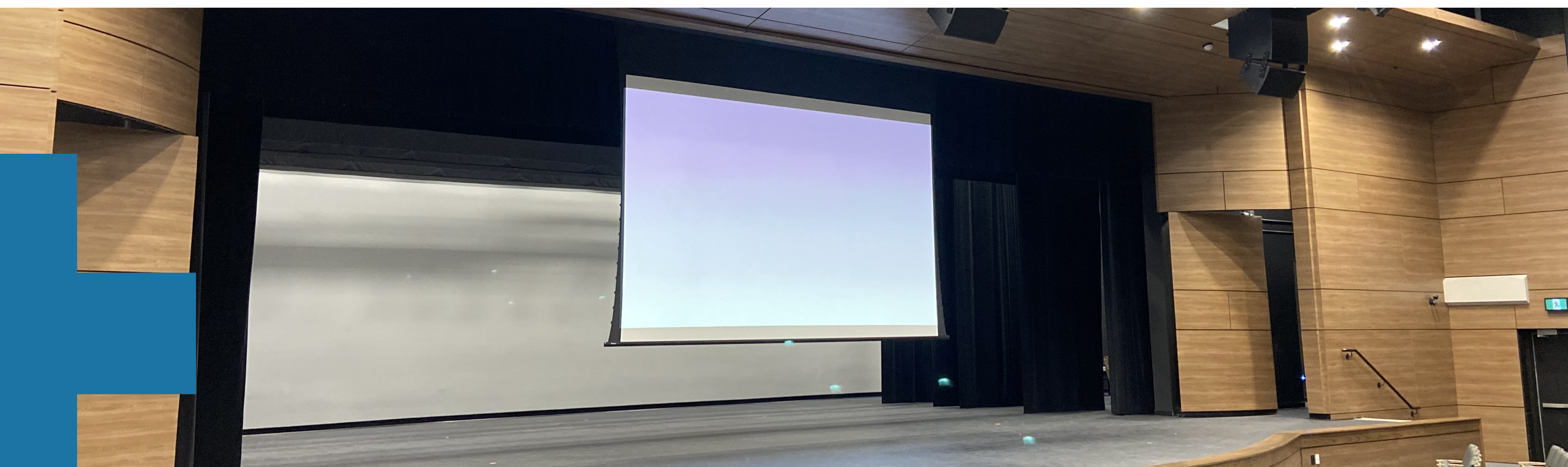
- Panasonic PT-RZ970LBU DLP Projector
- 9400 ANSI Lumens
- 1920 x 1200 WUXGA Resolution
- 10,000:1 Contrast Ratio

**SCREEN:** Matte white motorized screen lowers centre stage at proscenium.

- Draper 101782 Premier Projection Screen
- 226ft diagonal (68.88m)
- Height 120ft (36.58m) x Width 192ft (58.52m)
- 16:10 Widescreen Aspect Ratio

**MEDIA PLAYER:** Cross-platform multimedia player.

- Denon DN-300ZB
- Features front-loading media slots for CD, USB and SD/SDHS cards.
- Long-range wireless Bluetooth audio connectivity of up to 100ft (30.48m) including instant recall of up to 8 devices such as smartphones & tablets.





# AUDIO SYSTEM

The sound system consists of high performance LCR speaker arrays with long and short throw passive, point source enclosures with a subwoofer. Program sound is picked up by a shotgun mic and is distributed to the front and back of house locations.

Multiple audio and network patch points are located throughout the auditorium space which return back to a central patch bay in the side stage racks. An analog Clear Com technical intercom system is installed with multiple patch points and speaker panels located throughout the theatre and surrounding rooms. Console, digital processing, preamps and all networking is maintained via UPS battery backup units.

**MAIN MIXING CONSOLE:** Digital mixer which delivers high-resolution audio fidelity.

- Allen & Heath SQ-6 Digital Mixer
- 64x64 channel audio and control

**DIGITAL AUDIO PROCESSOR:** Xilica Solaro FR1-D digital audio processor.

- Xilica XT80 touch panel (located side stage)

**POWER AMPLIFIER:** Dynacord IPX10:8 DSP power amplifier 8x1250W with OMNEO/Dante & FIR drive.

**MAIN SPEAKERS:** Electro-Voice speakers:

- 2 EVH-1152D/64 – flown 1 per side (long)
- 3 EVH-1152D/94 – 1 flown centre (long) & 1 per side (short)
- 1 EVF-1122D/126 – flown centre (short)
- 1 X12-128 – Sub (dual 18 inch) centered in stage

**PROGRAM SOUND/INTERCOM:** 11 Community D6 70V ceiling speakers and 6 DS8 2-way 70V surface speakers.



# AUDIO EQUIPMENT

## HEARING ASSISTANCE FM TRANSMITTER SYSTEM:

The auditorium has an Assistive Listening Device (ADL) wireless FM system, which uses radio frequencies to transmit amplified sound to special receivers.

- Listen LT-800 Hearing Assistance FM transmitter
- 14 Listen LR4200/072 over-the-ear or single ear bud receivers (users preference). Each one has the ability to connect to 2 speakers or ear buds.
- 3 neck loops that can connect to the receivers.

## MICROPHONES & STANDS:

Program sound is picked up by a Shure VP89M shotgun microphone.

- Microphones (Shure) - 5 x SM 58 vocal, 5 x SM 57 instrument, 1 x Beta 52 bass drum and 4 x MX202B/C choir microphones.
- Stands (K&M)- 2 straight & 2 low level tripod base w/ boom and 2 low level & 2 straight round base

## WIRELESS MICROPHONES:

2 lightweight handheld wireless microphones.

- Sennheiser EW-D with 835 capsule (rack mounted)
- Integrated mute switch
- Smart Assist App connects via Bluetooth Low Energy for streamlined setup and operation at a distance



## Accessibility

We are committed to ensuring these facilities are accessible to all members of the community.



14 wireless assistive listening devices available, on a first-come basis.



# AUDITORIUM LIGHTING

Good lighting illuminates the stage, so the audience can clearly see everything they are meant to see however, GREAT lighting can set the mood for everyone exposed to it. Great Lakes Auditorium boasts an impressive, state-of-the art lighting system.

**LIGHTING CONSOLE BOARD:** This console allows the ability to seize light; to grab, move, change position, colour and motivate the lighting design effectively.

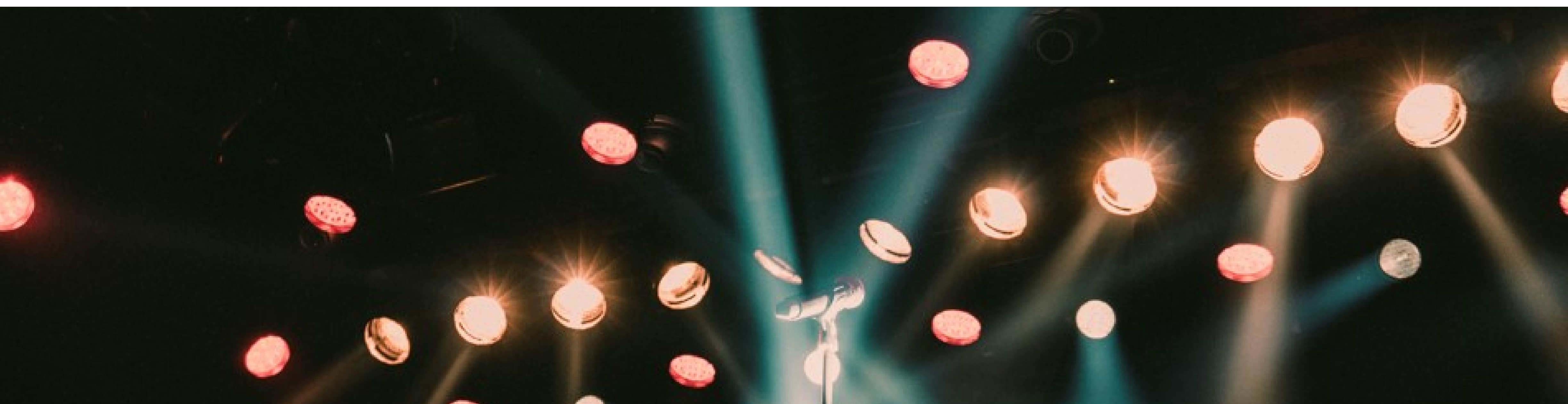
- Strand Lighting 91001 NEO Lighting Console
- 1 side wing - model 91004
- 2 19in (482.6mm) LCD monitors

**LIGHTING BATONS:** 4 batons, in a fixed position over the stage.

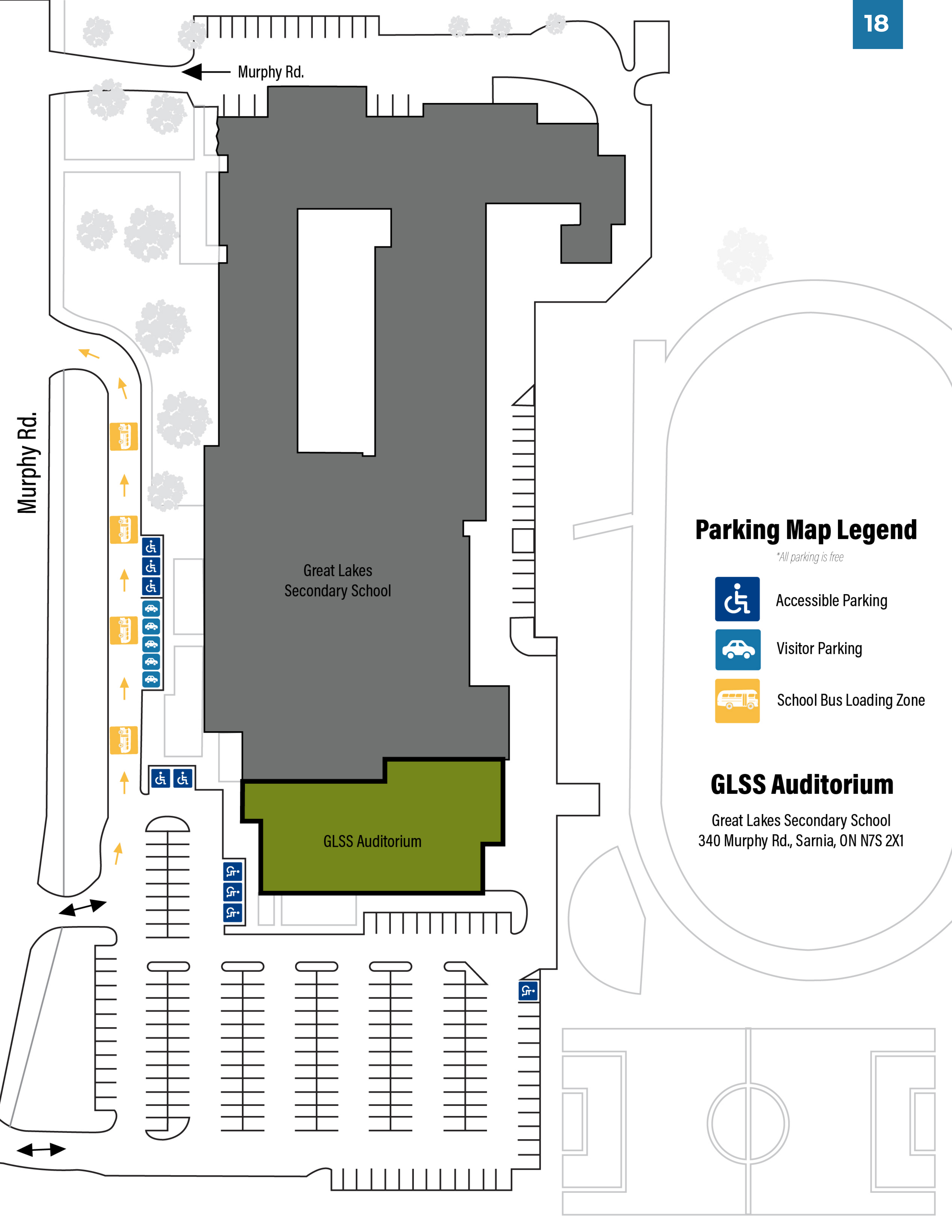
**FRONT OF HOUSE LIGHTING:** 2 batons, on a motorized winch.

**EQUIPMENT INVENTORY:**

- **LED PAR:** (14) Vari-lite VL800 Eventpar RGBA and barn door, TLG connectors
- **Profile:** (4) Strand PLPROFILE1 MKII LED, TLG connectors and (14) Leko LED PROFILE Full Colour w/ 15-35 deg variable zoom lens, TLG connectors
- **CYC:** (6) Strand PLCYC1 MKII LED
- **Follow Spot:** (2) Altman LED AFS-700-B c/w stand
- **Black Light:** (18) ADJ UV Flood-36 LED
- **Moving Lights:** (2) VL 800 Event Profile
- **DMX Relay:** (7) Baby Switch
- **Network: DMX Node:** (8) 2 port nodes (6202)







Murphy Rd.

Murphy Rd.

Great Lakes  
Secondary School

GLSS Auditorium

### Parking Map Legend

*\*All parking is free*



Accessible Parking



Visitor Parking



School Bus Loading Zone

### GLSS Auditorium

Great Lakes Secondary School  
340 Murphy Rd., Sarnia, ON N7S 2X1



# RENTAL FEES

Rental categories, also referred to as permit types, determine priority of use and rental fees.

1	2	3	4	5	6
NFP YOUTH PROGRAMS	YOUTH PROGRAMS	COMMUNITY PROGRAMS	SPECIAL EVENTS	OTHER PROGRAMS	BUSINESS/ OTHER
Youth programs for Lambton Kent residents, run by not-for-profit organizations.	Youth programs for Lambton Kent residents, run by community groups on volunteer basis.	Community programs for Lambton Kent residents, run by not-for-profit organizations.	Special events for Lambton Kent residents & non-residents, run by not-for-profit organizations, such as sports tournaments and coaches' clinics.	Programs run on a volunteer basis, which don't meet other categories, such a non-affiliated adult sports leagues.	Programs for private/corporate gain, or organizations that could otherwise rent/own their own facility using space on a regular basis, such as church services.

The Ministry of Education provides school boards with an annual Community Use of Schools grant which boards use to subsidize rental fees for NFP organizations. While this is in effect some categories are eligible for subsidized rates; should the funding end [non-subsidized rates](#) apply.

	1	2	3	4	5	6
<b>Hourly Rental Fees</b>						
Green Room or Dressing Room	\$0	\$4.00	\$0	\$5.50	\$8.00	\$16.00
Box Office or Coat Check	\$0	\$4.00	\$0	\$5.50	\$8.00	\$16.00
Concession Booth	\$0	\$4.00	\$0	\$5.50	\$8.00	\$16.00
GLSS Auditorium - Rehearsal	\$0	\$31.50	\$0	\$45.00	\$62.50	\$125.00
GLSS Auditorium - Performance	\$0	\$56.50	\$0	\$80.50	\$112.50	\$225.00
	FULLY SUBSIDIZED		FULLY SUBSIDIZED	PARTIALLY SUBSIDIZED		

All fees subject to HST



# ADDITIONAL RENTABLE SPACES

## Cafeteria

If requested, auditorium rentals may include use of the school's cafeteria. This large 6,077 sq ft space, which is close to the auditorium, provides an excellent venue for catered meals pre or post shows.

Length: 88ft (26.82m)  
Width: 58ft (17.68m)  
Capacity: 495 people/seated at tables



## Meeting Room

Need a space for committee members to meet, to plan your auditorium rental event? The 'Heritage Room' is located on the schools ground level and comfortably sits up to 20 people.

Length: 29ft, 6in (9.02m)  
Width: 23ft (7.01m)  
Capacity: 20 people/seated at tables



While the Community Use of Schools grant is in effect some categories are eligible for subsidized rates; if the funding ends [non-subsidized rates](#) apply.

	1	2	3	4	5	6
<b>Hourly Rental Fees</b>						
Cafeteria	\$0	\$13.50	\$0	\$18.75	\$26.50	\$52.50
Meeting Room	\$0	\$4.00	\$0	\$5.50	\$8.00	\$16.00
	SUBSIDIZED		SUBSIDIZED	SUBSIDIZED		

All fees subject to HST



# STAFFING FEES

**CUSTODIAL STAFF:** A custodian must be on site for the duration of all rentals. Fees apply when they are required to be at a school outside regular working hours and if additional staff are required for large rentals.

- Weekday \$27.00/hour
- Saturday \$40.50/hour
- Sunday \$54.00/hour

While the Community Use of Schools grant is in effect categories 1 & 3 are eligible for 100% subsidized rates and category 2 is eligible for partial subsidized rates; if the funding ends [non-subsidized rates](#) apply.

**TECHNICAL STAFF:** A board approved technician must be hired for all rentals which require sound and/or lighting. The cost of the technician, and the number of technicians required, depends on the size and needs of the event.

**SECURITY:** Determined individually for each rental.



# EQUIPMENT FEES

**PORTABLE DANCE FLOOR:** GLSS Auditorium does not have a portable dance floor however groups can contact the Rental Office @ 519-627-0835 for community contacts to rent one.

**PROPS:** With school approval, some school props may be used. These requests must be made during the application process and relevant wear/tear fees, as determined by the school, apply.

**AUDITORIUM PROJECTOR:** \$20/hour

**MICROPHONES:** \$10/day each

**WIRELESS MICROPHONES:** \$30/day each



# AUDITORIUM ETIQUETTE

## Food and beverages

Depending on the rental, snacks and drinks may be available before the event and during intermission, to be enjoyed in the lobby.

Other than bottled water, food and beverages are not permitted in the auditorium or on the stage.

## Smoking

The use of tobacco, smokeless tobacco, vaping paraphernalia, or illegal substances is prohibited on school grounds and within 500 feet of school property, including school parking lots.

## Scent advisory

GLSS Auditorium encourages a scent-free environment and asks that people please be considerate of those in the audience who may have allergies and/or multiple chemical sensitivities and refrain from wearing cologne, perfume, or other scented products.

## Lost and Found

These items will be kept at the school, and held at the front desk, for one week following the rental. Please call 519-336-6131 to inquire if an item has been found.

## Respect the space

Please help us care for this facility; ensure people stay within the rented areas, and leave the facility as it was originally found.



# RENTAL ENQUIRIES

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Community Use of Schools  
CLASS Shared School Services

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