

BFI FILM ACADEMY

October - January 2017



Call Sheet No: 1

Date: 26 October 2017 / Thursday

Location	JW Studio
Film	<i>The End</i>
Director	Sherinne
Production Manager	Dora CM
1st AD	Gokul
Sound Mixer	Lea
Boom Operator	Dora M
DOP	Rohan
Camera Operator	Ashleigh
1st AC (Focus Puller)	Macy
2nd AC (Clapper Loader)	Emily
Behind the Scenes	Max
Script Supervisor/Stills	Raquim
On set tutors	Rupert Jones, Jonathan Harvey, Carine Koleilat

UNIT CALL*: 9:30am (JW Studio)

*All key crew to arrive to prepare the set

CAST & SUPPORTING CREW CALL*: 10am (JW Studio)

*All supporting crew to arrive before 10 to set up equipment and greet the actors

Tutors

Call/Wrap Time: 10am / 5pm

**LIGHTING &
REHEARSAL:** 10am – 11am (JW Studio)

Lunch: 1pm – 2pm
Sunrise/ Sunset: 7:44/17.45
Weather: 14°- 17°C cloudy

WRAP: 3.30pm

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PACK UP: 3:30 – 4pm

DEBRIEF*: **4pm to 5pm (JW Studio)**

* Including rushes review

JW STUDIO Shoot Details

LOCATIONS:

1. GREEN ROOM (CAST) & REHEARSAL ROOM: Classroom 2
2. GREEN ROOM (CREW): Student Room
5. DEBRIEF: Classroom 1

REQUIREMENTS:

1st AD & Production Manager:

- Oversee set dressing before shooting and check with Anna for set approval before shooting – this needs to be done no later than 10:15am, prior to any shooting
- **Health & Safety and Risk Assessments:**
- Implement H&S requirements including those detailed in the Risk Assessments;
- Make sure the form is signed by all 3 Tutors, Equipment coordinator before shooting;
- **Green Room:**
- Need to provide snacks, fruit, water etc for the actors. You have a budget of **£30** for each film, please reserve some money for this. **Production Manager** to keep receipts and hand over to Anna
- Make sure that the green room is clean and tidy;
- Be in reception to greet actors at least 10 minutes prior to actors call time;

PRODUCTION:

- Please ensure you programme your journey in advance. The latest travel information can be found here:
- <http://www.tfl.gov.uk/tfl/livetravelnews/realtime/track.aspx?offset=weekend>
- Anna will be at LFA from 9am to 6pm
- Time keeping – **Do not be late!** Any issues please call Anna before your call time;
- Illness – if you are sick and unable to attend please **call LFA and speak to Anna no later than 9am**;
- Anna will be attending the debrief

HEALTH & SAFETY:

- Risk Assessments are the 1st AD's responsibility
- First Aid kits are located in JW Studio & on the ground floor next to the lockers;
- All accidents must be reported immediately to Anna

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NEAREST A&E HOSPITAL:

Chelsea and Westminster Hospital
369 Fulham Road, London SW10 9NH
T.020 8746 8000

Fulham Police Station

Heckfield Place, Fulham, London SW6
5NL
T. 101

NEAREST POLICE STATION:

CAST DETAILS:

ACTOR	FILM	CHARACTER	CALL TIME	WRAP TIME
Claire Parry	<i>The End</i>	Helen	10am	3.30pm
Johanna Thea		Sarah	10am	3.30pm

ADVANCED SCHEDULE:

DATE: Saturday 28/10/2017

UNIT CALL: 9:30am (Kubrick Studio)

FILM: *The Worst Kind of People*

DIRECTOR: Selin

Anna Torvaldsen / 020 7386 7711 (ex. 406) / Producer