

LOCATION RECCE FORM

Production Details

Production Title: Want To Know How The Students Union Empowers Students!

Production Date(s): from the 24th to 30th of April

Recce Date: April the 4th

Recce Conducted By: myself

Position: Producer

Location Details

Location Name: The TV Studio

Address: David Hockney Building

Contact Person: Paul, EM and Kull

Contact Phone: Teams

Contact Email: Staff email

Location Fee (if any): NA

Access Information

Nearest Public Transport: Great Horton Road

Access Hours: 9:30 to 4:30

Security Requirements: NA

Technical Assessment

Power

Power Available: ☐ Yes

Type of Power: ☐ Domestic

Number of Outlets: 17

Sound

Ambient Noise Level: ☐ Low

Source of Noise: Air conditioning

Sound Reflective Surfaces: 0

Lighting

Natural Light Quality: ☐ Poor

Windows: ☐ No

Window Covering Options: NA

Ceiling Height: 12ft

Existing Lighting: Lighting rig

Lighting Restrictions: None

Notes: NA

Facilities

Toilets: ☐ Yes **Number:** 9

Green Room Possibility: ☐ Yes

Makeup/Changing Areas: ☐ NA

Catering Space: ☐ Yes

Water Supply: ☐ Yes

Heating/Air Conditioning: ☐ Yes

WiFi Available: ☐ Yes **Password:** Eduroam

Mobile Phone Signal: ☐ Good

Safety Assessment

Fire Exits: 2

Fire Extinguishers: ☐ Yes **Location** TV Studio and Corridor

First Aid Kit: ☐ Yes **Location:** Safeguarding office

Hazards Identified: Crane Camera

Accessibility Issues: None

Nearest Hospital: BRI

Hospital Address: BD9 6RJ

Distance to Hospital: 1 and a half mile

Creative Assessment

Suitability for Script: ☐ Excellent

Visual Appeal: ☐ Excellent

Unique Features: TV Studio location

Limitations: None

Key Shooting Areas: TV Studio

Suggested Camera Positions: Two to three

Weather Considerations

Weather Backup Plan: NA

Indoor Alternative for Exterior Shots: NA

Sun Path (for Exterior):NA

Notes: NA

Photos

Attach photos of the location including:





Example of power sources.



Hazard : crane can trap limbs if used improperly.



Can accidently bump into hit.

Additional Notes

NA

Final Assessment

Overall Suitability: ☐ Ideal

Key Advantages: Purpose built TV Studio

Key Disadvantages: None

Recommendation: ☐ Use

Signature: AR

Date: Friday 4th of April

Note: This recce form should be accompanied by photographs, floor plans, and any additional documentation relevant to the location.



