

Safety on stage is EVERYBODY'S job.

WHAT IS HOUSEKEEPING? A place for everything and everything in its place. A leader is needed to reinforce this.

RIGGING

- The only thing on catwalk floors should be carpet.
- Keep loose stage weights on the floor, not piled on tables.
- Damaged items are tagged / repaired immediately.
- When in the grid area, tools must be secured (tethered or bagged) so they cannot drop to the stage floor.
- Before entering the grid area, empty pockets of all unnecessary items (like coins or cell phones) so they cannot drop to the stage floor.

ELECTRICS

- Keep cables dressed to avoid tripping or electrocution.
- Lighting fixtures and cable must align with other rigging, and not impede the movement of rigging elements.
- Use cable crossovers to create a safer walkway.
- Inspect connectors as you use them for any cracks or breaks. Broken connectors should not be used.

SOFT GOODS

- Dust your pipes before hanging anything.
- Before installing or removing drapes, sweep the floor and put down clean plastic for the drapes to sit on to keep the drapes as dust-free as possible.
- Clean dusty drapes using a new, clean broom. Dust is flammable.

STAGE AND AUDITORIUM

- Keep floors swept and free of debris.
- Remove tripping hazards.
- No food allowed in the stage space. Food attracts rodents who chew ropes and cables.
- At the end of the day, the stage house should be wall-to-wall clean, and everything put away

ESTABLISH A SAFETY SCHEDULE

WHO	WHAT
<p>STUDENTS TEACHERS / STAFF PARENTS / VOLUNTEERS</p> <p>Teach anyone using the auditorium the rules of housekeeping and what to check for when using the equipment.</p>	<p>HOUSEKEEPING: In the last 30 minutes of every on-stage session.</p> <p>ELECTRICS: Check for frayed cable, broken clamps. Make sure cable is dressed.</p> <p>RIGGING: Minimize the risk of items falling from the grid. Consider applying for the USITT Rigging Safety Initiative (USITT.org).</p> <p>LIFT EQUIPMENT: Check if in good repair with outriggers available.</p>
<p>INDUSTRY EXPERTS</p>	<p>ELECTRICS: Clean dimmer racks annually.</p> <p>RIGGING: Engage an ETCP-certified rigger for scheduled rigging inspections.</p> <p>SOFTGOODS: Schedule flame retardancy inspections. Inspect pipe pockets.</p>

THE FIRE MARSHAL

This expert has a clear, documented regimen of what they look at/look for.

FIRE SAFETY: Schedule inspections for fire hazards, fire fighting/suppression systems, and fire escape routes.

COMMON SENSE SAFETY RULES

- Use the ghost light. Leave a light on.
- Use cable sized for the electricity running through it.
- Practice proper storage for flammable liquids.
- Maintain clear pathways.
- Use the right size ladder, and do not stand on the top rung.
- Facilitate annual safety refresher/training for all adults and students working in the theatre.
- Initiate weekly "Toolbox Talks" to address issues relevant to the current workspace.
- Facilitate OSHA 10 for Theatre training certification for key staff members. Consider training available at the annual USITT conference (2005-Columbus).
- Outfit your theatre to correct the safety issues.
- Track your safety program. Review issues with users. Conduct project postmortems.

In Performance:

- Make a pre-show safety announcement advising the audience to turn off their phones and find their nearest exit in case of emergency.
- Make a Backstage Emergency Planning Flow Chart. What to do if:
 - A performer is injured.
 - The electricity goes out.
 - An onstage candle starts a fire.
 - An audience member has a medical emergency.
 - Any other possible emergencies unique to your situation.

BEST PRACTICES FOR STAGE EQUIPMENT SAFETY

- A place for everything, and everything in its place.
- Establish and share a daily briefing of your goals for the day.
- Engage and train your students and all involved to look for safety issues.
- Provide training for your staff and volunteers.
- Work with your local Fire Marshal to maintain fire safety.
- Depend on Industry Experts to do specialized inspections.

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