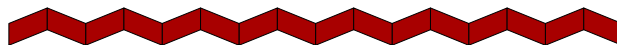




AUDIENCE SAFETY IN SCHOOL THEATERS



Safety & Security Fact Sheet

Before the house lights dim and the curtain rises, you need to check for situations that may present a hazard to the audience.

- ✓ **AUDITORIUM SEATS** - Check to make sure that seats are well secured to the floor and work properly. Make sure any seat with a potential hazard is clearly identified. Use tape to block out any seat that should not be used.
- ✓ **TEMPORARY SEATS** - Do not set up temporary seats without the written approval of the Fire Marshal.
- ✓ **AISLES** - Look for any loose carpeting or floor tiles. Do not allow camera tripods or other equipment to be placed in any aisle. If there is any type of electrical wire or audio cable that must be in the auditorium, make sure it is well secured with duct tape or rubber cord cover.
- ✓ **EXIT SIGNS** - All EXIT signs must have both lamps functioning properly and be clearly visible to the audience. Do not allow any material, either opaque or translucent, to be placed on EXIT signs.
- ✓ **DOORS** - Check panic bars for proper operation. **All** doors must be accessible. Do not disable access to exits for any reason. Curtains, streamers, or scenery must not be placed in front of any exit.
- ✓ **AUDIENCE INSTRUCTIONS** - Before the start of each performance, an audio announcement must be made to inform the audience of the locations of the exits to be used in the event an emergency evacuation is required.
- ✓ **USE OF FLAME** - **Never** allow any type of flame on stage or in the auditorium unless there is written permission from the Fire Marshal.
- ✓ **ADDITIONAL INFORMATION** - Refer to the FCPS publication ***THEATER SAFETY - A Guide for Students, Teachers, and Administrators***. This publication is available through the CASPS textbook catalog, FCIN 273305621001, at the cost of \$2 each.

If you need assistance, call the safety section at 571-423-2010
or the Fire Marshal at 703-246-4849.