**WARREN TECH THEATRE STAGE & TECHNICAL  
SAFETY RULES**

**GENERAL RULES:**

* Do not leave clothing or shoes where people might trip on them
* Shoes must be worn AT ALL TIMES…including while dancing
* NO ONE is to climb the spiral staircase (USR corner) without express permission to do so
* NO ONE is to climb up to the bridge over the control booth without express permission to do so
* Do not touch any fly system ropes or locking handles (off SR) without express permission to do so
* Always be aware of where the edge of the stage is
* Respect all equipment and the belongings of others

**STAGE WORK RULES:**

* DRESS PROPERLY
  + No loose clothing
  + No open-toed shoes
  + NO BARE or STOCKING FEET at any time
  + All loose jewelry must be removed
  + Long hair must be tied back
* WEAR PROTECTIVE GEAR when appropriate
  + Gloves
  + Goggles
  + Ear plugs
  + Dust mask
* NEVER USE A TOOL YOU HAVE NOT BEEN TRAINED TO USE
  + If you have not yet learned how a specific tool operates, ASK
* REPORT *ALL* ACCIDENTS AND INJURIES IMMEDIATELY
* DO NOT USE ANY DAMAGED OR MALFUNCTIONING TOOL AND REPORT IT IMMEDIATELY
  + Do not place a broken or malfunctioning tool back onto the cart
  + Never attempt to repair a tool yourself
* USE THE CORECT TOOL FOR THE JOB
  + Never force an improperly sized tool or attachment into place or use
* DO NOT CARRY POWER TOOLS BY THE CORD
* NEVER YANK AN ELECTRICAL CORD TO DISCONNECT IT FROM AN OUTLET
  + Always disconnect a cord by the plug

**LIGHTING RULES:**

* NEVER CONNECT AN INSTRUMENT WITH A FRAYED OR DAMAGED CORD
* DO NOT OVER TIGHTEN C-CLAMPS
  + Tighten bolt as much as possible by hand then tighten with wrench ***one-half turn***
* ALWAYS IMMEDIATELY ATTACH A ***SAFETY CABLE*** FROM THE YOKE TO A BATTEN
* ALWAYS WEAR GLOVES WHEN FOCUSING LIGHTS – the instruments get ***EXTREMELY HOT***
* NEVER TOUCH A LAMP (bulb) WITH YOUR BARE HANDS
  + Oils from your skin will permanently damage a lamp
* NEVER CLIMB ANY LADDER WITHOUT SUPERVISION
* DO NOT POWER-UP OR OPERATE LIGHTING CONTROL BOARD WITHOUT EXPRESS PERMISSION
* DO NOT POWER-UP OR OPERATE FOLLOW SPOTS WITHOUT EXPRESS PERMISSION
* ALWAYS SHOUT **“HEADS!”** OR **“HEADS UP!”** IF YOU DROP SOMETHING FROM A HEIGHT