

# Her Majesty's Theatre Rules

Please note these rules relate to Occupational Health and Safety legislation or emergency evacuation procedures and are in place for the safety of all users of Her Majesty's Theatre.

## 1. BACKSTAGE

- 1.1 No Machinery or equipment (including hairdryers, curling wands, irons, portable audio devises) or any electrical distribution panels, lights, projectors or other electrical installation equipment or fitting are to be brought into the theatre without being tested and tagged complying with Australian/New Zealand standard AS/NZs3760:2000.
- 1.2 Footwear is required to be worn at all times in all areas outside of the stage area.
- 1.3 Babies, toddlers and children are not to be in the stage area at any time unless they are performing in the item. No prams, pushers to be in the corridors at any time.
- 1.4 All corridors, stairwell and entrances or building access areas are to be kept clear at all times. Any items left in the corridors will be relocated to a more appropriate storage area. (This means no sitting/playing, rehearsing on the stairs or corridors, storing of equipment, costumes etc outside dressing rooms or in the corridors.)
- 1.5 SAM is only to be loaded under the direct supervision of Her Majesty's Staff.
- 1.6 All stage access, egress, fire escapes and exits, fire fighting equipment areas and access to prompt corner must be kept clear at all times.

## 2. PROPS & STAGE SCENERY

- 2.1 All items to be rigged must be structurally sound, in good order, with correct fixtures for hanging and of fire retarded material. The Technical staff of Her Majesty's Theatre reserves the right to refuse to hang and fly any item which is deemed, in their opinion unsafe to do so. This decision is final.
- 2.2 All items of set must be structurally sound and in good working order. The Technical staff of Her Majesty's Theatre reserves the right to refuse the use of items, that are deemed unsafe, unstable, not suitable for the task they are required to perform, particularly in relation to the rake of Her Majesty's stage. (refer to Risk Assessment Information)  
On any Item with Swivel casters a minimum of 2 swivel casters must be lockable. (refer to risk assessment information).
- 2.3 Children (under 12) are not permitted to set up props, scenery on stage or assist in hanging flown items during afternoon or evening change over.
- 2.4 No LARGE sets or props are to be carried to or from the stage via the back stairs from stage door. We reserve the right to refuse items. (see prop building advice for guidance).
- 2.5 All other costumes and props must enter and leave the theatre via the rear stage door or Unicorn Lane. Access of these items through the Main Foyer will be refused.
- 2.6 No blue-tack used to hold down prop or set items on stage.(see risk assessment information)

### **3. STAGE**

- 3.1 No items made of glass or ceramic are permitted on stage at any time
- 3.2 No Aerosol cans on the stage level at any time.
- 3.3 The pit area in front of the Proscenium is installed for safety and is not a performance space. The area in front of the White line is not lit. Please do not proceed in front of this white line.
- 3.4 No mobile phones to be used in the stage area.

### **4. DRESSING ROOMS**

- 4.1 No preparation of wardrobe or hair outside of dressing rooms (unless it is outside the building) this means the spraying of hairspray, fake tan or sprinkling of glitter.)
- 4.2 No Food or Drinks (bottled water excepted) are to be consumed in the dressing rooms.
- 4.3 Adhesive tape, gaffa, masking tape or Blu tack is not to be used on dressing room walls.

### **5. GENERAL**

- 5.1 Lewis Street at the rear of Her Majesty's Theatre is a public street and all road regulations apply, please observe all road regulations, including the restrictions and parking signs.
- 5.2 No non performing children 12 and under are to be left unsupervised in the building at any time.