

What is

DESIRABLE?

- good transport links
- parking facilities
- local amenities available
- out-of-hours access
- exclusive use of rehearsal space
- green room area
- kitchen/food preparation area
- drinks/snack dispensers
- office space for production and stage management
- internet connectivity
- mirrored rooms
- natural light
- little external noise
- secure storage
- lockers
- privacy
- full accessibility

This leaflet is intended to provide general guidance. It is not intended to be a substitute for legal advice and does not cover all aspects of the law applying to rehearsal spaces.

Further reading:

Approved Code of Practice: Management of Health and Safety at Work Regulations (L21) (ISBN 9780717624881)

Approved Code of Practice: Workplace Health, Safety & Welfare Regulations (L24) (ISBN 9780717604135)

Both of these are available from www.hse.gov.uk/pubns or phone 01787 881165.

There are various specific guides, including on theatres and on small places of assembly, on *fire safety risk assessment*, downloadable from

www.firesafetyguides.communities.gov.uk

The TSC gratefully acknowledges support from the Mackintosh Foundation

©2010

TSC Members:

**ABTT BECTU Equity IEAM ITC
MU CCAT SMA SOLT TMA**

Room to Move

Sorry, guys, but you're just going to have to budge up. Here comes the rest of the cast.



Guidance for those
booking rehearsal spaces

**Theatre Safety
Committee**

A rehearsal space is a workplace, albeit a temporary one, so the duty of care that employers have for the working conditions of their employees applies.

Whatever your production, from a 'one-man show' to a major production with cast, chorus and orchestra, you will need adequate rehearsal space. However your requirements will vary depending on the nature of the production. In this guidance note we list factors **essential** for all types of production and then some specific requirements. Finally we list factors that – whilst not **essential** – are **desirable**.

What is

ESSENTIAL

for all types of production?

- all premises must be risk assessed and accepted as suitable for the type of rehearsal intended
- there must be suitable and sufficient emergency routes and exits, which must be indicated and kept clear at all times and, to the extent appropriate, the premises must be equipped with fire-fighting equipment, fire detectors and alarms
- the floor area and the ceiling height must be sufficient
- lighting must be suitable and sufficient
- floors, steps and stairs must be hazard free
- there must be a supply of drinking water
- electrical installations and equipment must be safe and sufficient
- temperature must provide reasonable comfort and be controllable
- ventilation must be adequate
- the premises must be sufficiently clean, especially in areas where food is prepared or eaten
- there must be suitable and sufficient, clean sanitary conveniences and washing facilities
- access must be suitable for any equipment that might be required
- the premises must be secure from the outside when required
- appropriate insurance must be in place

What is

ESSENTIAL

for specific types of production?

Where a production involves a substantial amount of dance:

- sprung floors
- sufficient changing and shower facilities

Where a production involves children there should be an area for chaperones and their charges. Special consideration should also be given to changing and sanitary facilities. See the ***Children in Performances Regulations 1968*** and the **subsequent amending regulations** for details.

Other requirements may apply under relevant collective union/management agreements.