

HEALTH & SAFETY STUDIO 1

- Upon arrival please sign your name in the registry at reception.
- Studio 1 - has two fire exits. Please ensure **all crew members** are familiar with the fire exits which are indicated with a green sign, these must be free from obstructions. Do not leave any equipment or personal belongings in front of the fire exits.
- **Fire alarm test is done on Mondays at 9am**, our team will let you know before the test takes place. If you hear the fire alarm outside this day and time, please evacuate the building, using the nearest fire exit and head towards our car park on the Kingsland Road so you can be signed off the building registry.
- Naked flames are not permitted in the studio or the communal areas of the building.
- All electrical equipment brought into the studio must have a valid PAT testing stamp.
- If you wish to move the studio furniture, please contact a member of the staff.
- All equipment cable must be secure to avoid tripping hazards, if you need cable matting please ask a member of our staff.
- Please be mindful of the overall studio power. Do not plug extensions on other extension cords as this will make the studio box trip.
- To avoid cross contamination - please note that we are unable to empty our provisions fridge, Studio 1 has a domestic fridge, where you can store personal food items and beverages. Cleaning fees will apply if you empty the provisions fridge.
- Please ensure that children are supervised at ALL times specially in the communal areas.