Department of THEATER

SAFETY INFORMATION SHEET

COSTUME SHOP

WHAT THIS SHEET APPLIES TO:

Anyone using the Costume Shop, Building 9 Room.

RISKS INCLUDE:

Punctures from pins and needles, burns from steam iron and steamer, cuts from scissors.

GUIDELINES, RULES, AND PROCEDURES:

• All persons working in the Costume Shop must have the approval of the Department of Theater & Dance Costume Shop Manager.
• The Costume Shop is closed from 12:00am until 6:00am. There are no exceptions to this rule.
• For safety and security reasons, it is suggested that no one works alone in the costume shop.
• Anyone working in the costume shop should be aware of the first-aid kit, fire extinguisher, and fire alarm pull box locations in the costume shop.
• All flammable materials should be stored properly in the approved flammable materials cabinet.
• After each work session, unplug the iron, steamer, or any hot plates.
• Do not use spray paints in the Costume Shop.
• After each work session, clean excess fabric, thread, and debris from the floor.
• Dispose of solvent soaked rags properly after each work session. After drying (preferably outside) rags can be placed in the proper disposal bin.

FOR FURTHER UNDERSTANDING:

Material Safety Data Sheets (MSDS) in the Costume Shop.

The costume designer’s handbook: a complete guide for amateur and professional costume designers / Rosemary Ingham, Liz Covey

EMERGENCY ☛ – x73500

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