UNMANNED STUDIO SAFETY PROTOCOL

Because there are no staff on-site, the person who booked this session (the **Lead Booker**) is the legally designated **Responsible Person** for the duration of the booking. By entering, you agree to adhere to these statutory health, safety, and security protocols.

1. EMERGENCY ACTION PLAN

Facility Address for Emergency Services: 18 Mimram Road

Emergency Type	Immediate Action Required	Facility Systems in Place
Fire or Smoke	Evacuate immediately following the illuminated green exit signs. **Do not stop to collect equipment.** Call 999 and state the address: 18 Mimram Road.	Our monitored fire alarm system automatically alerts the remote monitoring station.
Medical / Injury	Call 999 immediately. Direct the ambulance to 18 Mimram Road. A fully stocked First Aid kit is located in the communal area.	24/7 CCTV is active, and our emergency contact can assist with facility access for paramedics.
Security Threat	Retreat to your studio, secure the door, call 999, and provide the address: 18 Mimram Road.	24/7 CCTV is recording all communal areas and access points.

2. HAZARD PREVENTION & EQUIPMENT SAFETY

- **Trip Hazards:** Route all instrument, microphone, and power cables carefully. Never string cables across doorways or exit routes.
- **Personal Equipment Liability:** Any electrical equipment you bring onto the premises is used entirely at your own risk. Visually inspect your gear for damaged cables or exposed wiring before connecting it to our mains power.
- **Liquid & Electricals:** Keep all drinks strictly away from amplifiers, mixing desks, and wall sockets. If a spill occurs, wipe it up immediately to prevent slip hazards and electrical faults.
- **Heavy Fire Doors:** Studio doors are heavy-duty acoustic and fire doors. **Never prop them open** with equipment. Wedging fire doors open is a violation of UK fire safety regulations.

3. SECURITY, ACCESS & SAFEGUARDING

- **No Tailgating:** Your access PIN is uniquely tied to your identity. Do not let strangers or previous bands into the building. The Lead Booker is financially and legally liable for damage caused by anyone they grant access to.
- **Under-18s:** Unaccompanied minors are not permitted. Anyone under 18 must be directly supervised by the adult Lead Booker at all times and must vacate the premises by **9:00 PM**.
- **Prohibited Activities:** Smoking, vaping, the use of illegal substances, and tampering with fire safety equipment (including covering smoke detectors) are strictly prohibited by law.

4. INCIDENT, HAZARD & MAINTENANCE REPORTING

If you spot a hazard, break a piece of equipment, or suffer a minor injury, you have a duty to report it so we can make the space safe for the next musicians.