



HIGH SCHOOL THEATRE RISK MANAGEMENT RATING SHEET

NAME OF SCHOOL: _____

SCHOOL DISTRICT: _____

STATE: _____ DATE: _____

PERSON SUBMITTING RATING SHEET: _____

CONTACT (E-MAIL/PHONE): _____ / _____

Award 1 or 2 points (as indicated) for each criteria met. PRESETT will review your submission and confirm your PRESETT Risk Management Rating.

Be sure to let us know if there are any 'works in progress' – you can award partial points for areas where your school partially satisfies the requirements of a given category.

Ratings can be revised as your technical theatre program grows, so if your school has made improvements, submit documentation and we'll gladly update your rating.

PRESETT's Risk Management Standards Rating Points

PROFESSIONAL STAFF (2 pt.s)

This school theatre is staffed by a Theatre Manager and/or TD, and at least one professional Theatre Technician for each discipline – lighting, sound, stage/rigging.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation** is attached.

_____ out of 2 points

CTE TEACHER (2 pt.s)

Students in this school who are:

- designing, constructing and running sets, props and costumes,
- designing, setting up and running lights and sound,
- designing hair and make-up,
- stage managing,
- or involved in other related activities,

only do so in a CTE class, taught by a Highly Qualified teacher who is Technical Theatre CTE endorsed, as per the Department of Labor and Industries' requirements in this state.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

_____ out of 2 points

THEATRE SYSTEM USE PROTOCOL (1 pt.)

Students and outside users of this school theatre only use the systems in the theatre, such as the counterweight system, under the supervision of a theatre employee. A written protocol exists for each system's operation; lighting, sound, sets and rigging, costuming and make-up, house management, etc.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

___ out of 1 point

SAFETY MANUAL and SAFETY SIGNS (1 pt.)

This school theatre has a Theatre Safety Manual that is available to all users. This school theatre also has appropriate safety signage posted.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

___ out of 1 point

SUPERVISION (1 pt.)

No student is allowed to be unattended in this theatre. For school and district events there is at least one district Theatre Technician provided by the district to site-supervise in each area where students are working; including, but not limited to lights, sound, stage/rigging, and house management.

Outside individuals, groups, companies or organizations renting this high school theatre for their events are required to hire at least one district Theatre Technician to site supervise and run the equipment in each area of the theatre being used for lighting, sound and stage/rigging.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

___ out of 1 point

TRAINED STUDENTS AND USERS (1 pt.)

Each student or outside user using the equipment and systems in this theatre has been trained by a theatre employee and has a signed Liability Waiver on file. All training is documented.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

___ out of 1 point

APPROPRIATE AND FUNCTIONAL EQUIPMENT (1 pt.)

Supplies, equipment, and systems in this theatre are appropriate to their intended functions, and are in safe and functional working order. Equipment, supplies and systems are appropriate to the educational level of the students.

This school theatre is inspected by a theatre inspection professional no less than once every three years (preferably once every two years).

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

___ out of 1 point

FAIR COMPENSATION (1 pt.)

The Theatre Manager/TD's salary and benefits are comparable to the salary and benefits of the other facility managers in this school district (such as the stadium manager, pool manager, etc.), at a level that reflects the local economy.

The Theatre Technician's pay rates and benefits are comparable to the pay rates and benefits of other skilled laborers in this school district, at a level that reflects the local economy.

___ Check here if a supporting statement* is attached.

___ Check here if supporting documentation is attached.

___ out of 1 point

* **Supporting statements** can be submitted in your own words to explain specific situations, or why you rated this school with these points.

** **Supporting documentation** can include: forms, photos, copies of signage, and so on.

TOTAL RATING: _____ PT.S

*Please scan and e-mail this rating sheet,
and attached supporting statements and/or documentation to:*

info@PRESETT.org

Subject line: School Rating