

# FRACTAFIRE –SAFE WORK METHOD STATEMENT

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## Direct action

In case of an emergency, the first few seconds are the most important. Direct action can avoid damage or injury. In the back of this booklet you'll find an overview of our safety protocols. The most important aspects of these protocols are explained below.

Safeties and stage-managers are expected to assume a leading role in case of an emergency.

### Injuries

Whatever the nature of the injury, always contact a qualified person to apply first aid.

In case of fire on a person, always use a wet towel first to extinguish any flames. Not only will a wet towel smother the fire, it will also cool burned skin, preventing blisters and scars. If possible, bring the burned person backstage and let first aid be applied there. Moving the action away from the audience will help keep them calm.

If someone has ingested fuel, DO NOT INDUCE VOMITING. Inform a stage-manager and the red cross.

### Damage

The first order of business in case of damage is to determine what caused the damage and remove the damaged object. If the damaged object cannot be removed (i.e. a large set-piece or part of costume), let the stage-manager decide if it's still safe-to-play. Regardless of the extend of the damage, the owner should always be notified by the stage-manager.

#### Spilled fuel

Oil soaked clothing and textiles should be removed,

soaked with water and stored in a waterproof container. A plastic bag and duct tape can be used as a (temporary) waterproof container.

Oil spills should be covered in sand and the sand scooped into a plastic bag to be later disposed of properly.

Always contact the stage-manager after spills happen, and inform him of your actions.

#### Fire damage

In case of a major fire, pull the fire alarm, notify venue security and get out. Contacting anyone else is secondary to personal safety. Once you are in a safe place, contact the Soulfire stage-manager.

Pulling the fire alarm will summon additional safety and security personnel to start an evacuation of the venue, follow their orders!

In case of minor fire, extinguish any flames using a wet towel. Fire blankets are too inflexible to easily create an airtight seal around the flames. Wet towels have the added benefit of cooling any burned skin.

Fire extinguishers can be used on objects, but **never on people**. Only use abc powder extinguishers on objects.

In case of injury, get the stage-manager to apply first aid and follow his/her instructions. Someone should always stay with the victim.

## Prevention

Being ready when something happens is important, but preventing an accident is even better. Therefore, performers should always follow and enforce backstage etiquette. Keep oil within the designated fuel area and spin off any fueled tools.

Stage-managers and safeties are to set up all backstage areas and check the stage for objects, deco and other potential hindrances.

Stage-managers are the first line of communication between performers, organizers and venue, ensuring short, direct and clear lines of communication.

### Communication

Good communication is very important in preventing and managing an emergency. The stage-manager will talk to the organizers and venue security personnel and ask them where they want the performance to take place. Make sure you know for yourself where the emergency exits and evacuations plans are located. It never hurts to know what to do in case of an emergency.

### Costume

A good, elaborate costume can greatly enhance a performance, but can also get tangled in tools and cause dangerous situations.

Always make sure you wear clothing, jewelry and hair that is fit for a performance. Not only should it look good, it should also be practical. Depending on your tool, this can mean different things: use your common sense, and confer with the stage-manager. All clothing should be flame retardant and/or made from natural fibers. A stage-manager can ask you to do a practice routine to determine if the costume is safe.

### Tools

There is nothing more dangerous and embarrassing than having the head fly off your tool during a performance. Always thoroughly check every component of your tools before lighting up. A stage-manager can request to personally check your tools beforehand, if he does not find your tools safe-to-play, he will deny you from lighting up.

### Safeties

There should always be at least one dedicated safety for every two performers. The task of the safeties is to keep the performance safe and spring into action if something goes wrong, as well as help out the stage-managers.

Every safety should face the performance and be equipped with at least a wet towel.

### Security

At some performances, it might be possible or necessary to use extra guards or venue security personnel for audience control. Their task is to keep the audience clear of the stage and backstage areas.

### Performance kit

Every stage-manager is equipped with a performance kit, containing the minimum requirements for a safe performance.

This kit contains, among others, oil, a fire blanket, an old towel, a waterproof container and sand, a first-aid kit, a storm lighter, a water bottle, an abc powder extinguisher, a copy of this book, and space for tools.

### Follow up

Whatever happened, always review the incident with the stage-manager and fellow performers, determine its cause and take steps to prevent it from happening again. Soulfire will apologize, pay any damages or dry-cleaning costs, or take legal action if necessary.

## Backstage area

The area where tools are fueled and spun-off, should be set up in an accessible place, out of the way of the audience. There should be a clear route from the fuel station to the spin-off and from the spin-off to the performer queue.

### Fuel area

Smoking is prohibited within 10 meters of any area where fuel is stored or used.

The fuelling station should always be manned by one dedicated backstage safety. This safety is responsible for enforcing the non-smoking rule and all other backstage procedures, as well as managing the backstage area.

### Dipping area

The dipping area is where tools are fueled before use. This is the most flammable and dangerous area and smoking within 10 meters of the dipping area is strictly prohibited. Use a stable, metal container as dipping pot, and close it between dips to prevent spilling oil and accidental fires.

### Spin-off

After you've dipped your tools, there is always a lot of excess fuel left on them that might land in the audience during the performance. To prevent this, always spin off your tools by swinging them around as fast as possible. Use a spill-catcher; if this is not available, talk to the stage-manager to find a spot out of the way, with as few flammable materials as possible.

### Fuel

We use different kinds of fuel for different purposes. We generally use ISO PAR-G or lamp oil because it combusts at reasonably high temperature, which makes it a relatively safe fuel to work with. Sometimes we use white gas to quickly light tools, especially at the start of shows and for inside shows, to avoid sputtering tools and ensure a good first burn; it also creates less smoke which is preferable indoors.

Different fuels are kept in different containers, all of which are clearly labeled. Specialized fuels will be specifically labeled and clearly different from standard fuels.

Sometimes, you might get the opportunity to spin with specialized fuels or tools. These will always be provided and accompanied by an expert to explain them. Always listen to the expert.

AGAIN: NEVER TRY ANYTHING NEW ON STAGE!

If you want more specific information about the fuels we use there will be information sheets on the Soulfire website.

Never use any other types of fuel!

### Equipment/storage

Ideally, we would always have a backstage dressing room at our disposal to change, and prepare and store our equipment. In reality however, this is far from true, especially with non-paying gigs. Most paying gigs will offer at least somewhere to store our equipment and personal belongings. But even then, space is usually limited and sometimes unguarded. Only bring what you need to a performance and store it as compact and out of the way as possible. If necessary, organize a safe location to store equipment, like a guarded corner or locked car.

Soulfire cannot be held responsible for any theft or damages.

## On-stage etiquette

On stage, during a performance, is the main possibility for something to go wrong. Accidents will happen, and knowing what to do when they do happen can prevent damage and injury. This section explains what to do if something goes wrong while you are performing.

### Safeword

“DROP!”

Within Fractafire, we have agreed on a safeword. If anything goes wrong on stage, a safety will loudly call “DROP!”

When you hear the safeword, stay calm, put your tools down, get on one knee and look for a safety. Always follow his instructions. When you get the all clear, calmly pick your tools back up and continue your performance. If your performance cannot continue, a safety will get your tools and extinguish them.

Don't put out fire with burning tools. If you accidentally set yourself on fire, call out the safeword and get a safety to extinguish the flames.

### Be alert

Always stay alert.

Accidents WILL happen. Listen for the safeword, and react when you hear it.

Make sure you know where your safeties are, if anything happens, following their instructions will get you out of trouble.

Make sure you know where you are in relation to the audience, the perimeter and other performers. Be careful you don't walk into each other or trip over the perimeter.

### Runners

If a person has been set on fire accidentally and starts running, do not hesitate to tackle them in order to extinguish the flames.

### Flying tools

Some of the most spectacular tricks involve throwing your tools into the air and catching them. While this looks amazing when done right, doing it wrong will mean dropping your tool. Not only does this look unprofessional, it's also dangerous. Flying tools could hit someone or set something on fire.

Any trick that involve letting go of your tool is strictly forbidden on stage without express permission from a stage-manager. No exceptions.

### New tricks

Never try anything new on stage. Tempting as it might be, this is one of the main reasons why something goes wrong. Make sure you are well practiced in whatever you are doing, whether it's a new trick, a new tool or new fuel.

## Risk assessment

The stage-managers are responsible for a safe and smooth performance. To help in this, they have access to several tools to help assess the risk of any performance. Should you come across any potentially dangerous situation, please inform the stage-manager.

### Performer safety checklist

The performer safety checklist helps assess the risk of allowing a certain performer to light up. This checklist looks at performer skill, tools, costume and attitude.

### Stage-manager's checklist

The stage-manager's checklist helps assess the risk of performing a specific show on a specific stage. This checklist not only looks at the stage and the backstage area, but also at the crowd and Soulfire personnel, ensuring that performers and safeties are capable and present.

**Every spin is voluntary, always make sure you know what you're using, and if you don't trust it, don't spin it.**

## Other important issues

### Behavior

When performing for Fractafire, you are the face of Fractafire, and are expected to be professional, punctual and helpful. Of course you can enjoy the party once you're done playing performing, but don't go overboard.

### Drugs and alcohol

Alcohol and/or drug use before or during a performance will not be tolerated. Stage-managers have the task of determining if a performer is safe-to-play. If a stage-manager thinks someone cannot safely play, they have the power to deny that person from performing. The stage-managers word in this is final.

### Safe-to-play

Safe-to-play is a catch-all term to signify that a person or location meets Fractafire's minimum standards when it comes to fire safety. If something or someone is not considered safe-to-play, they will be removed from the performance by the stage-manager. This label is dependent on player skill, stage environment, audience and other subjective factors. The stage-manager decides if a person or location is safe-to-play and they will work with the performer, organizer or venue to ensure a safe performance.

### Wet Towels

A wet Towel is one of our most important pieces of safety equipment; we don't just use it in case of an emergency, but also to extinguish tools after a performance.

Make sure your towel is wet. Check it regularly and soak it in water if needed.

Also, clean your towel between performances. Simply rinsing your towel with water will remove most of the oil.

# Safety protocols

## Injury

### Direct action

- extinguish any flames (wet towel!!!)
- listen to stage-manager; if asked:
- apply first aid
- inform red cross (emergency services if needed)
- determine the cause
- adjust procedures if needed

### Follow-up (Soulfire management only)

- communication / apology
- insurance/medical cost
- legal action
- review the incident
- improve protocols if possible

### Prevention

- performer skill and experience
- stage-managers
- safeties
- tool check
- dedicated fuel area
- spin-off

## Damage

### Direct action

- determine the cause
- oil on cloth:
- remove object from active use
- soak in water if possible
- oil on object or ground
- cover in sand
- remove oil or object if possible
- minor damage
- remove object
- major damage (*stage-manager only*)
- fire alarm
- evacuate
- emergency services

### Follow up (Soulfire management only)

- review the incident
- financial reparations
- legal action (apology?)
- improve protocols if possible

## Prevention

- performer skill / experience
- stage-managers
- safeties
- extinguishers and wet towels
- clear perimeters
- dedicated fuel area
- closed containers
- clearly marked / sturdy storage
- clothing check
- dedicated spin-off area
- on-site safety
- emergency exits and routes
- event evacuation plans
- venue security
- tool care:
- oil: where to put your tools down
- tool construction
- tool maintenance

## **Behavior**

### Direct action

- determine the cause
- cause in audience:
- inform stage-manager
- inform venue security
- cause in performers:
- remove from public view
- report to stage-manager; if necessary, report to Soulfire

### Follow up (Soulfire management only)

- review the incident
- legal action (apologies?)
- improve protocols if possible
- discontinue performer if needed

## Prevention

- artist selection
- drug policy
- stage-manager
- security if possible
- clear perimeter

## On stage etiquette

- Stay alert
- where are the safeties
- where is the perimeter
- where are the other performers
  
- safeword: DROP!
- freeze
- tools down
- find a safety
- follow instructions
- face the audience
- no flying tools without permission
- runners should be tackled
- do not try anything new

## Backstage etiquette

- no smoking
- listen to the safety
- fuel
- Spin off
- closed containers
- marked containers
- only bring what you need

## Additional information

### First Aid

#### Minor burns

For minor burns:

- **Cool the burn to help soothe the pain.** Hold the burned area under cool (not cold) running water for 10 to 15 minutes or until the pain eases. Or apply a clean towel dampened with cool tap water.
- **Remove rings or other tight items from the burned area.** Try to do this quickly and gently, before the area swells.
- **Don't break small blisters (no bigger than your little fingernail).** If blisters break, gently clean the area with mild soap and water, apply an antibiotic ointment, and cover it with a nonstick gauze bandage.
- **Apply moisturizer, aloe vera lotion or gel, or low-dose hydrocortisone cream,** which may provide relief in some cases.
- **If needed, take an over-the-counter pain reliever,** such as ibuprofen (Advil, Motrin IB, others), naproxen sodium (Aleve) or acetaminophen (Tylenol, others).
- **Consider a tetanus shot.** Make sure that your tetanus booster is up to date. Doctors recommend people get a tetanus shot at least every 10 years.

See your doctor if you develop large blisters. Large blisters are best removed, as they rarely will remain intact on their own. Also seek medical help if the burn covers a large area of the body or if you notice signs of infection, such as oozing from the wound and increased pain, redness and swelling.

## Major burns

**Call emergency medical help** for major burns. Until an emergency unit arrives, take these actions:

- **Protect the burned person from further harm.** If you can do so safely, make sure the person you're helping is not in contact with smoldering materials or exposed to smoke or heat. But don't remove burned clothing stuck to the skin.
- **Check for signs of circulation.** Look for breathing, coughing or movement. Begin CPR if needed.
- **Remove jewelry, belts and other restrictive items,** especially from around burned areas and the neck. Burned areas swell rapidly.
- **Don't immerse large severe burns in cold water.** Doing so could cause a serious loss of body heat (hypothermia) or a drop in blood pressure and decreased blood flow (shock).
- **Elevate the burned area.** Raise the wound above heart level, if possible.
- **Cover the area of the burn.** Use a cool, moist, bandage or a clean cloth.

## Burn degrees

If it's not clear what level of care is needed, try to judge the extent of tissue damage, based on the following burn categories:

### ***1st-degree burn***

A first-degree burn is the least serious type, involving only the outer layer of skin. It may cause:

- Redness
- Swelling
- Pain

You can usually treat a first-degree burn as a minor burn. If it involves much of the hands, feet, face, groin, buttocks or a major joint, seek emergency medical attention.

### ***2nd-degree burn***

A second-degree burn is more serious. It may cause:

- Red, white or splotchy skin
- Swelling
- Pain
- Blisters

If the second-degree burn is no larger than 3 inches (7.6 centimeters) in diameter, treat it as a minor burn. If the burned area is larger or covers the hands, feet, face, groin, buttocks or a major joint, treat it as a major burn and get medical help immediately.

### ***3rd-degree burns***

The most serious burns involve all layers of the skin and underlying fat. Muscle and even bone may be affected. Burned areas may be charred black or white. The person may experience:

- Difficulty breathing
- Carbon monoxide poisoning
- Other toxic effects, if smoke inhalation also occurred