

Alexandra Palace the people's palace.

Site Rules

We want everyone to be safe at our venue. The following applies to all contracted staff, organisers, exhibitors and authorised visitors:

- Any vehicle access into the halls must be approved by the Venue / Principal Contractor (Organiser)
- Hi visibility clothing should be worn at all times when off-loading and loading vehicles in the halls and service yards and during all builds and breakdown.
- Hard hats should be worn whenever work is taking place overhead.
- All forklift and vehicle movement within and outside the halls must be co-ordinated and managed safely by the Venue Manager, Principal Contractor or Organiser of the event.
- Alexandra Palace Traffic Marshalls instructions should be followed at all times.
- Gangways should be kept clear to allow forklifts and emergency access / egress at all times and Emergency Exits must not be obscured.
- Only authorised access to the halls is allowed. All working personnel must be inducted and informed of these site rules.
- A safe method of working at height is required at all times.
- Hot work requires a permit from the venue.
- All accidents, incidents and near misses both within and outside the halls must be reported immediately to the Venue Manager, Principal Contractor or Organiser.
- Maintain good housekeeping at all times and dispose of all waste appropriately.
- Smoking is only permitted in designated smoking areas.
- Venue Management and Health & Safety have access to the site at all times.
- No access allowed to children under the age of 16 during build up and breakdown.

Discover your Ally Pally.

For enquiries please email: enquiries@alexandrapalace.com or call 020 8365 2121

www.alexandrapalace.com

