

**LOS ANGELES UNIFIED SCHOOL DISTRICT  
DIVISION OF ADULT AND CAREER EDUCATION  
SAFETY TEST FOR VIDEO PRODUCTION PROGRAM**

School: \_\_\_\_\_ Industry Sector: Arts, Media & Entertainment

Class: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher: \_\_\_\_\_ Room: \_\_\_\_\_  
(Please Print)

Your Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Last) (First)

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (Zip)

In Case of Accident, Notify: \_\_\_\_\_ Phone: \_\_\_\_\_

**To the Student:**

These instructions are an important part of training in the Video Production program. All members of the class must observe safety rules and precautions. Habits of carelessness or of failure to follow these rules are sufficient cause for dismissal from the class.

All students are required to learn these safety rules as part of the Video Production program. Additional specific safety instructions are taught in the classroom about the various operation of machines and other workplace equipment.

All students will be required to pass this safety examination with 100% accuracy and to sign the back page of this examination indicating that you have received these instructions.

***This test must be on file in the school records for 5 years.***

**Directions: Mark "T" for true if the following statements are completely true or "F" for false if any part of the statement is untrue. The first statement will serve as an example:**

- |  |          |
|--|----------|
| 0. Most accidents in the classroom are due to unsafe acts by people.   | <b>T</b> |
| 1. All classroom injuries and accidents must be reported to the teacher immediately.   | _____    |
| 2. The school elevator may be used during an emergency such as fire or earthquake.   | _____    |
| 3. It is permissible to store heavy items on top of file cabinets and bookcases as long as nothing is stored within 18" of the sprinkler system. | _____    |
| 4. Objects or materials must be passed carefully to or at another student.   | _____    |
| 5. You may lift or carry heavy boxes or equipment in school less than 25 lbs. using proper lifting techniques.                                   | _____    |
| 6. Any frayed cord or even the slightest shock or spark from electrical wire or connections must be reported to the instructor immediately.      | _____    |

7. When broken tools or an unsafe classroom condition are found, or a machine needs repair, it is permissible to make the needed repair and then report the condition to the instructor. \_\_\_\_\_
8. Smoking on school campus is a violation of District rules and the Health Code. \_\_\_\_\_
9. Hands must be dry when handling any electrical equipment. \_\_\_\_\_
10. All four legs/wheels of the chair must be on the floor. Tilting back can cause the loss of balance. \_\_\_\_\_
11. All injuries, no matter how slight, are to be reported immediately to the instructor. \_\_\_\_\_
12. Horseplay is permitted in the classroom. \_\_\_\_\_
13. Disturbing another student while he/she is operating equipment is hazardous a practice. \_\_\_\_\_
14. If you see another student violate a safety practice, you do not have to warn him/her. \_\_\_\_\_
15. Leave each piece of equipment in safe condition for the next student who uses it. \_\_\_\_\_
16. Never throw objects or materials to or at another student. \_\_\_\_\_
17. Standing on chairs is an unsafe practice. \_\_\_\_\_
18. You may repair an electrical outlet without the instructor's permission. \_\_\_\_\_
19. Machine plugs may be pulled from the outlet by tugging on the cord connected to the machine. (i.e. computer, fax machine, photocopier, printer, etc.) \_\_\_\_\_
20. It is not necessary to turn off a machine after you have finished using it. \_\_\_\_\_
21. You are allowed to lift heavy objects without assistance. \_\_\_\_\_
22. Never open a file drawer when another file drawer is open. \_\_\_\_\_
23. It is a safe practice to drop objects onto the keyboard. \_\_\_\_\_
24. It is safe to place plants, pictures, scarves and paper clips on top of computers. \_\_\_\_\_
25. It is safe to extend electrical cords across an aisle. \_\_\_\_\_
26. It is all right to remain seated at your desk when the fire alarm sounds. \_\_\_\_\_
27. Always run, don't walk to the nearest exit when the fire alarm sounds. \_\_\_\_\_
28. When a DROP ALERT is called, you run to the nearest exit. \_\_\_\_\_
29. It is an unsafe practice to use an upside down trash can as a ladder. \_\_\_\_\_
30. Paper cutter handles may be left in the "up" position while adjusting paper. \_\_\_\_\_
31. Always pass a pair of scissors to another person with the blades facing the person. \_\_\_\_\_
32. When C-stands and light stands are being used, they do not need to be anchored by sandbags. \_\_\_\_\_
33. When using the dolly, one must be careful to operate it properly and safely. \_\_\_\_\_
34. All combat/fight scenes must be carefully choreographed with safety in mind before performing them. \_\_\_\_\_
35. When handling hot lights, it's okay to use bare hands to touch the barn doors. \_\_\_\_\_

- 36. All light stand legs should be situated to reduce the chances of actors and crew tripping over them. \_\_\_\_\_
- 37. Power cords (“stingers”) can be a tripping hazard on set and must be clearly visible and carefully worked around. \_\_\_\_\_
- 38. It is safe to drive a car and act out a complicated scene that involves gesturing and looking away from the road. \_\_\_\_\_
- 39. The cast and crew’s safety always comes first when making a video. No shot is worth the risk of danger to the cast and crew. \_\_\_\_\_
- 40. It is okay to walk away and leave unattended a video camcorder or DSL camera mounted on top of a standing tripod. \_\_\_\_\_

<b>Student</b>	<b>Instructor</b>
<p>THIS IS TO CERTIFY that I have received instructions on safety precautions in my Video Production class.</p> <p>The teacher demonstrated to me how to use tools, equipment and chemicals safely and correctly. I will observe all safety precautions. If ever in doubt regarding any operations, I will obtain the necessary information from my teacher.</p>	<p>THIS IS TO CERTIFY that</p> <p>_____</p> <p style="text-align: center;">(name of student)</p> <p>has been given safety instructions in my class.</p> <p>I demonstrated the proper use of tools, equipment and chemicals in the class and this student passed this written safety test with 100% accuracy.</p>
<p>_____</p> <p>(Student Signature)                      _____</p> <p>(Date)</p>	<p>_____</p> <p>(Teacher Signature)                      _____</p> <p>(Date)</p>