

# 2014

# SATURDAY OCTOBER 4

# 24 HOUR COMICS DAY

## Safety First

SAFETY is the most important thing to remember in planning and running your 24-Hour Comics Day Event. We want everyone to have a fun, exciting, and SAFE time.

SAFETY Means Making sure that you have:

- **S**et aside an area for 24 consecutive hours for artists to work at. This area should be clean, dry, warm, and SAFE.
- **A**dministrators on-site for 24 consecutive hours to oversee the event. A good idea is having three different people working 8 hours each. In that way, if there is an accident or someone gets hurt, the administrator will be rested and will respond appropriately.
- **F**reedom for artists to sit and create .... In other words, an area for artists to sit with ample table space to create comics. Please make sure that the table is not too high or too low. Remember, the artists are going to be sitting at this table for 24 hours and you want them to be comfortable.
- **E**xhausted people NOT driving. After 24 Hours of work, some of the artists are going to be exhausted and not feeling well. Encourage all the artists to have someone rested drive them home or to use public transportation.
- **T**oilet facilities and space for artists to bring and consume food and drinks.
- **Y**our participant registration forms filled out and signed. The emergency contact name and number is especially important they have called emergency medical services.

## Other Important Things to Remember

- Every participant needs to sign the Liability waiver. You need to make sure that participants understand that staying up for 24 hours working on a comic can be stressful and for some people dangerous. Please make sure that people understand this and don't hold you liable.
- Create options for participants who might find it too stressful to stay up for 24 hours straight. For example, you could have a four hour comics making event that starts at the same time as your 24 hour comics event. In that way children and some disabled and elderly participants are able to participate
- Make sure you know the phone number of your local emergency medical services.
- Be respectful of religious and cultural customs. If members of your local community can't participate on Saturday ... maybe schedule the event on Sunday. If your community doesn't allow events during the middle of the night, maybe split the event into two different days. If a person needs to take a break to pray, make sure you have space designated for this.
- If any of the participants are acting disrespectful or are disrupting the work of others, ask them to leave.
- Remember that you are the one that is ultimately responsible for the SAFETY of others.