



Kelly Miller Circus

2581 E. 2070 Rd.
P.O. Box 829
Hugo, OK 74743
580.326-9229 Office
580.326.5530 FAX

Emergency plan for Kelly Miller Circus

Fox Valley Mall-195 Fox Valley Center, Aurora, IL 60504

Weds, Thurs, Fri. Sat. & Sun Sept 19, 20, 21, 22, & 23, 2018

Point of Contact during event: Road Manager Oscar Perez--(580)326-1689

The circus will be setting up the big top on Tuesday Sept 18, 2018 and will not be conducting any business on Tuesday Sept 18, 2018. The Kelly Miller Circus will put on (12) performances over the 5-day duration, 2 performances per day on Weds. Thurs. & Fri. at 5:00 & 7:30pm, and 3 performances per day Sat. & Sun at 3:00, 5:00, & 8:00pm. Due to the time of year and during the week we are expecting less than 250 patrons, and less than 500 patrons on the weekend. We have provided the following plans for an emergency.

Fire: tent is equipped with exit signs and emergency lighting along with portable fire extinguishers. Enclosed is a diagram of the exits.

Weather: The road manager will monitor weather using a weather app on phone, weather alert radio. If weather is anticipated to be severe before the tent is occupied, the show will be cancelled or delayed. If severe weather approaches while the show is underway, and the tent is occupied, the road manager will make the call to evacuate the tent using the emergency evacuation plan.

Medical emergencies: Due to low expected attendance at the shows, we will not have medical personnel standby, unless otherwise stated by local ordinances. If a medical emergency were to happen our circus staff would evaluate the situation and if EMS were to be needed, then 911 would be used. EMS will be called using the above address and told to report to the ticket office (noted on site plan) unless specifically told a location. If advance ticket sales show attendance to be 250 or greater for each performance a private ambulance service will be contracted to provide emergency care and first aid until 911/emergency services arrive.



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**KELLY MILLER CIRCUS
EMERGENCY EVACUATION PLAN**

1. If it is necessary to evacuate the tent, the ringmaster will make an announcement directing the audience to the emergency exits and the main entrance. If there is a power failure, the ringmaster will use the "bull horn" which is kept at the bandstand.
2. The House Manager will direct the public exiting at the main entrance.
3. The 2 spot operators will direct the public exiting at the two front side corner emergency exits.
4. The ring crew supervisor and his crew will direct the public exiting at the rear side emergency exits.
5. Once outside the tent, the public will be directed away from the tent by:
 - The Front Door Manager at the main entrance
 - 2 members of the tent crew at the front side emergency exits
 - 2 members of the tent crew at the rear side emergency exits
6. Once the Tent Master has ensured that the tent is completely empty of customers and employees he will blow his whistle 3 times.
7. As soon as conditions permit, employees are to assemble at the office trailer for a roll call.



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KELLY MILLER CIRCUS FIRE EVACUATION PLAN

1. In the event of a fire, the ringmaster will make an announcement directing the audience to the emergency exits and the main entrance, and the area will be immediately evacuated. The house manager will call 911, while the Tent Master assess the situation, and the use of a fire extinguisher(s) be used. If there is a power failure, the ringmaster will use the "bull horn" which is kept at the bandstand.
2. The House Manager will dial 911 and direct the public exiting at the main entrance.
3. The 2 spot operators will direct the public exiting at the two front side corner emergency exits.
4. The ring crew supervisor and his crew will direct the public exiting at the rear side emergency exits.
5. Once outside the tent, the public will be directed away from the tent by:
 - The Front Door Manager at the main entrance
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