

OLGC Emergency Plan for Special Event

** Festival Staff members will be distinguished by wearing colored t-shirts. (lime green)

1. Need for Ambulance-

In the case an ambulance is needed festival staff will call and direct ambulance to the emergency alley entrance on Seventh Street.

2. Increment Weather Conditions-

Festival Staff will have weather radio to help notify of inclement weather. In such case staff will evacuate grounds by directing festival goers into the OLGC School for safety using both entrances of the school. Festival goers are to be directed into the cafeteria and gymnasium areas. Handicapped and elderly guests should be directed to use the main school entrance.

3. Need for Police-

Festival staff will notify the Aurora Police Department if assistance is required.

4. In case of fire-

Fire extinguishers will be located near food and stage tents. Staff members should contact the Aurora Police Department for assistance and evacuate festival goers away from the grounds.

Structures, Tents and Electricity

Tent quantity and sizes

1- 20x40 dinning tent/with no side walls (12- 8 foot tables and 80 chairs)

2- 20x20 stage and beer/ with no side walls

8- 10x10 food tents (each will have 1-2 tables and 2-3 chairs)

Source of electricity will be from the Church, convent, and school buildings