

Health & Safety tips during the Lights Out

Over the 2 minutes, the Health & Safety of yourself, staff and customers is paramount, so please consider the following:

- **Lights Out shouldn't come as a surprise** to customers, or staff.
 - All customers in the premises (or likely to be in the premises) at Lights Out should be told that you are participating in this event (if you take reservations, let them know when the reservation is made, otherwise on arrival).
 - Supporting information on the table tops will help to explain the initiative. You should also give a ten and five minute warning if you are able.
- **We want the effect of the lights going out**, but total darkness is not ideal due to the environments we work in, therefore it is not the best for health & safety requirements.
 - If you can, dim your lights, dim them down to a low light.
 - Consider if there is any dim lighting that could be left on to allow a basic level of lighting.
 - You could light candles on the tables before the lights out, which would leave a basic level of lighting.
- **We recommend that you don't turn the lights out in bathrooms.** In addition, it would be a good idea for a staff member to do a quick sweep of the bathrooms before the lights are switched off or dimmed in the open areas, or position someone at the doors, with a torch so they can escort people back to their table.
- **Try to ensure that customers are reducing their movement** around the room just prior to the lights out – ideally they should be seated for those two minutes.
- **Get staff to stop what they are doing** – it would be dangerous for cooking to continue in a darkened kitchen, or for wait staff to be carrying glassware or plates. This will take some planning. Make sure that all staff are aware of the approaching lights out time and they stop what they are doing – lights out is an opportunity for them to talk to customers about the reason for the lights out.
- **Ideally staff should be equipped with some small torches** so they can move around if they need to. [[Here's a link to OfficeMax's torch selection](#)].
- **Have a staff member stationed near the entrance / exit** so they can welcome / explain what's going on to anyone arriving but also stop anyone leaving.