

There must be a Front of House manager and one in-house usher present for every SATCo performance. The Front of House manager is responsible for the safety of the patrons and is in charge of evacuation in the event of an emergency. The Front of House manager must have completed THEA 205 in the Front of House section and be acquainted with the emergency procedures and evacuation policies of the department.

The Front of House manager is responsible for giving a front of house speech before the start of each show to inform the audience of land acknowledgement, length of show, content warnings and audience restrictions. This speech is to be approved by the SATCo board before each production.

Front of House managers are responsible for attending at least one production meeting for each show of the season and attending every show of the SATCo season. Before opening the house doors the stage manager must pass the house to the Front of House manager via headset. The stage manager must wait to begin the show until the house is passed back to them from the Front of House manager.

Latecomers will not be seated later than 10 minutes after the show has begun and must wait for the Front of House manager to escort them into the theatre to minimize disruptions.