



# LIVE Electrical Safety Presentations

Available to Grades 4 and 5, and 4/5-5/6 combo classes

## SPECIAL REQUIREMENTS

### PRESENTATION ROOM

Prior to the presenters' arrival, two six-foot tables should be setup to accommodate the ten-foot wide model display. The presenters will need a standard grounded 120V outlet (normal household-type outlet) near the two six-foot tables, along with a three-foot clearance behind and a six-foot clearance in front of the tables. Chairs for students are preferred.

Once the model is set up, it cannot be moved.

Room needs to be free of distractions (bells/horns, announcements, other classes, lunchtime, kitchen noises) and a teacher must remain with the students.

### SCHEDULING

Please plan to schedule your first ESP to begin as early in the morning as possible. Since the presenters are also linemen we generally start giving presentations around 8:00 am or 9:00 am.

We currently do not schedule presentations on Monday and Friday, due to linemen's work requirements.

We request that all 5th grade classes in your school be scheduled for this presentation.

Please schedule one hour per class. Approximately 50-60 minutes are needed to complete one ESP. Time includes "Questions and Answers" and for students to enter and exit the presentation room. An optimum sized group is 30 to 35 attendees, with a Teacher present at all times.

We require a minimum of 2 presentations. A maximum of four ESP's can be conducted on one day at your school. If you have more than four classes, please request an additional ESP date.

### CONFIRMATION (enclosed herewith)

Two weeks prior to your ESP date, TEP's Safety Department will provide you with a confirmation letter, schedule, and Stay Safe Around Electricity books for each of your students.

### CONTACT PERSON/TEACHER

Please notify the school office in advance of presentation that TEP Journeymen Linemen/Cablemen will be at the school, and arrange to have the presenters escorted to the presentation room.

Presenters will sign-in at school office at least 15 minutes prior to the first ESP. Setup and breakdown of the display takes approximately 15 minutes

\***SPECIAL EVENTS** or non-classroom presentations require an employee to volunteer his/her own time. Fulfilling these requests is often not possible. Inquiries should go to [JCarpenter@TEP.com](mailto:JCarpenter@TEP.com)