

Carry out costume repairs and alterations on-set

Overview

This standard is about your ability to carry out costume alterations and repairs on set. The work is usually done by hand and is often a temporary 'quick fix' measure.

This may involve identifying alterations required, confirming the costume origin and permissions, carrying out alterations on set and following on set etiquette.

This standard may be applicable to costume supervisors, costume assistants, costume standbys and wardrobe assistants.

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Performance criteria

You must be able to:

1. identify the repair or alteration required
2. check and confirm the costume origin/ supplier
3. confirm that alterations/repairs are permitted by the supplier
4. determine the nature and extent of the alteration/repair
5. select and use appropriate techniques to carry out the alteration /repair
6. carry out alteration /repair on set considering quality, continuity and time constraints
7. confirm completion of the alteration/repair and communicate any specific instructions
8. follow on-set etiquette
9. record the alteration/repair, completing necessary documentation
10. return the altered/repared costume as required
11. follow the productions confidentiality rules
12. communicate effectively with production staff and other relevant departments or individual
13. health and safety legislation and guidelines at all times

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Knowledge and understanding

You need to know and understand:

1. production requirements and schedule
2. the origin of the costumes and any permissions required
3. how to assess costume damage and determine alteration/repair required
4. different methods of repairing and altering i.e., glue, pin, sew,
5. emergency alteration/repair methods and techniques
6. how to carry out alterations/repairs quickly with minimum disruption
7. costume and fit faults and methods of correction
8. how to use, tools, equipment and materials safely
9. how to dispose of hazardous materials
10. the records and level of detail required
11. where to store the information recorded
12. the productions confidentiality rules
13. the communication protocol with production staff and other relevant departments or individual
14. statutory responsibilities under health, safety and environmental legislation and regulations

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