



## Pottery Studio Rules

The studio is a shared community space. Please respect the space and others by cleaning up your workspace and placing all tools back where they belong. Be aware of the amount of space we have in the studio, and conserve the space you are using.

There will be no use of larger equipment by any persons other than the Studio Manager. This includes firing, loading/unloading of kiln, and running of the pug mill.

Everything used must be cleaned, picked up, and put away in the correct place before leaving the studio.

Students in multi-week courses will be given shelf space to store work and personal belongs. Shelves must be cleared and all finished work picked up within one month after the course ends.

**Finished Work:** To help ensure that there is adequate space for works in progress, collect and take home all finished pieces within two weeks of firing.

**Abandoned Work:** Any work (finished or unfinished) unclaimed in the studio after one month will be tossed.

### **Do Not**

- Run in the studio
- Talk while the teacher is talking.
- Touch anyone else or his or her artwork unless you have permission.
- Leave the room without the teacher's permission.
- Throw anything, squirt anything, paint anything or cut anything that is not supposed to be. If there is any confusion as to what should be thrown, squirted, painted or cut, please ask the teacher!

### **Safety**

- Clean up spills as soon as they occur.
- Brushes should be washed immediately after use.
- Be cautious with food/drink products & try to keep away from work in progress
- Ceramic products should not be ingested or inhaled.
- Always wash hands and arms thoroughly when finished working.

**Open Studio:** This time is designated for students to work independently.

Colorado Clay is not responsible for any personal property left in the studio.

Colorado Clay is not responsible for anyone that is harmed by studio equipment or studio environment.