

BEACHARTCENTER

The Beach Art Center's Pottery Studio is a community of artists sharing studio space. Consideration of fellow artists and teachers is vital to our ability to offer this program.

Our community and our equipment is cherished, please read and follow these guidelines:

GENERAL GUIDELINES

- Ceramics students are *required* to purchase clay through the Beach Art Center to use for our Classes and Open Studio. Students may not bring in outside clay.
- **Do not handle other artist's work** without their permission. If you break something, please leave a note with the piece.
- Clean all glaze off the bottom of your piece. Pots that are not cleaned appropriately will be omitted from the firing.
- Do not handle DRY oxides, stains, and glaze materials without teacher assistance, and never mix them in the classroom while others are present.
- Sanding and grinding of pieces must be done outdoors to prevent dust in the air.
- If using RED clay, use a red-only canvas for rolling slabs and canvas tables.
- Label your work with your name and any instructions before placing on the shelf.
- Bisque and glazed wares that are not picked up within 6 weeks will become the property of the Beach Art Center and will be repurposed, sold, or donated.

OPEN STUDIO GUIDELINES

All Students who sign up for Open Studio agree to the following Guidelines. Artists who do not follow these guidelines may not be allowed to register for unsupervised Open Studio in the future. All artists must follow the "*Clean Up Check List*" before leaving.

- **Sign Up – Come in the Front Door – Don't Arrive Early.**
You Must Sign Up for all Open Studio sessions through our website. If you encounter problems while registering call the office so we can assist you.
Enter through the Front Door of the art center and check in for Open Studio.
No Early Birds – Please do not arrive more than a few minutes before session.
- **Begin Clean Up 15 minutes before the end of your session.**
Begin clean-up in time to finish promptly at the end of session. Allow yourself enough time to complete the entire "*Clean Up Check List*" before leaving the studio.

STUDIO ETIQUETTE

The following suggestions will make the studio a pleasant and productive space for all who are learning and working there:

- Keep your voice low when speaking to others, so it doesn't distract people who are trying to focus on their work.
- We do a lot in this tiny little room! Be aware of containing your personal workspace; don't spread out too far, and make room for others.
- Keep your clay dust to a minimum - this is imperative for everyone's safety. No sanding is allowed in the studio, it raises silica dust which can stay airborne for days. If you do any sanding you must go outside and a mask is recommended.
- When using glazes from a bottle, squeeze very small amounts at a time so it is not wasted. Do not pour excess glaze back into the bottle if it has been tainted with other glaze colors or clay.
- When glazing your work, keep bottom ¼" of each piece glaze free. Make sure to wipe any glaze off bottom with a clean sponge. Improperly glazed pieces will not be fired.
- After glazing, wipe down glaze counter and any excess glaze you've spilled.
- After you are done on the wheel, clean wheel, splash pan, table, wheel legs, chair, wall and water bucket. Be sure to turn the wheel off.
- When finished, place your work toward the back of the proper shelf and close to other pieces. If you need help making space, ask an instructor. Do not touch work that doesn't belong to you.
- If your piece is flat or short in height, place it on a shelf of corresponding height.
- Place only clay work on the bisque shelf: no boards, plastic, newspaper, supports, etc.
- Make sure all clay and greenware is labeled with your name and date. We will provide masking tape for this purpose.
- If you have instructions for firing, please write it on a piece of paper and place it under your piece. Make sure it has your name on it.
- Before you leave, everything should be cleaned and returned to it's correct place. Make sure your last wipe is with a clean wrung-out sponge.

** By registering for Pottery Classes or Pottery Open Studio at the Beach Art Center, you agree to follow these Guidelines. **