

OPEN ARTS STUDIO BEST PRACTICES AND SAFETY

Openartsstudio.com 253-272-9033

Howdy! Here you'll find a breakdown of studio safety and practices, as well as general info on classes. If you ever have any questions, please ask a teacher, or the front desk.

STUDIO TOOLS:

- **Any tool you use needs to be promptly washed and put away after you are done. Do not leave it on the shelf above the sink.**
- There is a cart for throwing wheel tools and a cart for glazing tools near the sink. Ensure that each cart stays tidy, and if you take a tool from a cart, you return the tool as soon as you are done, washed and ready for someone else to use. Also, make sure you return the tool to the same cart you got it from.
- Adult glazing brushes are located on the glazing cart near the sink. Please use those for glazing, and return them to those jars. Do not use or return your brushes to the children's glazing brushes near the underglazes/tables.
- There are brushes set aside for wax resist. If you are using wax resist for your piece, only use these brushes for your work, and promptly clean the brush out in hot water and soap after you are done. Then, put the brush back in the wax resist brush cup. Do not add or use a new brush for wax resist purposes.
- Fully scrape the wedging table down with a plastic scraper and wash it off with a sponge after you are done. Do not leave the table messy, and never use a metal scraper.
- Do not touch, load, or unload things from the kiln. Teachers are the only people in charge of kilns and will handle your work coming in and out of that area. When done, please place your work on either the "For Bisque" or "For Glaze" cart.

WHEEL SAFETY AND CLEANLINESS:

- Ensure the pedal is in the off position before turning on the wheel.
- Make sure long hair is tied up before turning on the wheel.
- Ensure you don't have any dangling things on jackets or clothing (scarves, sweatshirt drawstrings, tassels, jewelry, etc.) hanging down before turning on the wheel
- If something falls into the splash pan, stop the wheel from spinning before reaching into the splash pan to retrieve the tool or object.

- Always slowly start and stop the wheel to ensure nothing flies off of the wheel head.
- Avoid walking between wheels to avoid tripping on cords.
- Make sure the wheel is turned off while unattended.
- Do not attempt to move the wheel without a teacher's knowledge, permission, and/or help.
- Turn off the wheel completely while cleaning up.
- Wipe down the entire wheel **and** the floor around your area before leaving. This includes your stool, the backside of your wheel, and anywhere you may have splashed clay.
- Promptly wash any bats you may have used and neatly set them up to dry on the shelf above the sink. They can be placed back on the throwing wheel cart once they are dry.
- Make sure all of the tools and buckets you used are washed completely and put back where you found them in their proper places. **Do not leave tools on the shelf above the sink other than bats, buckets, and large sponges.**

SILICA SAFETY:

When working with clay, we are exposed to silica, a mineral that is used to make a lot of different ceramic, stone, and glass products. When clay is dry, its dust is very unhealthy and harmful to inhale. Here is an excerpt from OSHA's page on crystalline silica:

"Workers who inhale these very small crystalline silica particles are at increased risk of developing serious silica-related diseases, including:

- Silicosis, an incurable lung disease that can lead to disability and death;
- Lung cancer;
- Chronic obstructive pulmonary disease (COPD); and
- Kidney disease."

You can find this excerpt and more information about crystalline silica in the workplace at <https://www.osha.gov/silica-crystalline>.

The biggest way we can prevent harm from silica is by working together to keep the studio clean, and by practicing a few good studio cleaning guidelines:

- Immediately clean up after yourself if you are done with an area. This includes both the surface that your clay was sitting on and the floor around you. Bring a few sponges with you and make sure you aren't leaving clay behind.
- Clean up glaze messes. Dried glaze also creates a lot of dust. Make sure you are cleaning up drips and glaze rings if you set your piece down to dry.

- Sand pieces outside. Do not sand pieces inside, even if it is over a trash can.
- Only clean with water, never with a broom. Brooms help dust get airborne, increasing the amount that folks are inhaling. Sponges and mops are our best friends in a studio setting.

In general, always let one of the teachers or the front desk know if we are missing something, are low on something, or if you have any questions. We need to work as a community to keep the studio an awesome place to work and make great things in.

CLASS MAKE-UPS/ABSENCES:

- If a teacher cannot make it to a class and needs to cancel, the class will be rescheduled for an extra 7th week past the 6 week session.
- Please call ahead if you cannot make it to a class so we know if you are unable to attend.
- It is possible to have one make-up class per session for a missed class if there is a space available. You can discuss other class times with the front desk.

OPEN STUDIO HOURS:

- You can schedule open studio hours at the front desk and by calling 253-272-9033. Open studio hours are found at the front desk, on the website or down in the studio at the base of the stairs.
- If you are attending classes, you are allowed 2 hours of open studio time a week. You must have a reservation for a day and time and you must sign in at the front desk.