

MULTNOMAH ARTS CENTER CERAMIC STUDIO POLICY

All participants in MAC's Clay Program are required to read and follow this policy. By registering for a class or signing up for Open Studio, you are agreeing to follow studio policy. Ask a studio tech or instructor if you have questions. We welcome you to this unique and vibrant community and encourage you to keep it a safe, clean and fun place!

CERAMICS CLASSES

- Students are expected to follow class curriculum. Classes are designed as an educational opportunity and not as independent study.

OPEN STUDIO

- Open Studio is available to currently registered students only.
- Students must register for Open Studio times.
- **Hours:** See online for posting. Subject to change. No instruction provided during Open Studio.
- For safety reasons, no exceptions will be made on studio maximum occupancy.
- Glazing available in both handbuilding and wheelthrowing rooms. When glazing, please set up your workstation in the room you are registered for.
- Scholarships are available.
- To receive a refund for withdrawal, contact the MAC office a week before the session is held.
- Ceramics class withdrawal results in Open Studio withdrawal.
- The last 15 minutes of Open Studio is designated for clean-up. No work should be done during this time.

WORK PICK-UP

- Pick up work only during your class time or Open Studio hours.
- Between terms pick up times will be the same as the Open Studio hours.
- Allow 2-3 weeks for work to be bisque fired and again to be high fired during the term. *Note: Not all work ready for firing toward the end of the term can be fired until the following term, when there is enough work to load a kiln.*

ETIQUETTE

- Please silence your cell phone.
- Please work harmoniously with others in the studio and be respectful of all individuals using this community space.
- Treat others' work with respect—do not move, unwrap or take work that is not yours.
- Please move work through the studio on a timely basis—regularly checking the bisqueware, glazeware and “can't fire” shelves.

EQUIPMENT USE & CLEAN-UP

Please be careful with any equipment that you use and clean as described. Bring problems to the attention of an instructor or studio tech immediately. Students are responsible for cleaning up after themselves—if you use it, clean it and put it away.

- **Aprons:** Students may use studio provided aprons, but need to wash them according to instruction.
- **Bats:** Only plates are allowed to remain on bats. All other work should be placed on ware boards as soon as possible. Bats should be scraped, washed thoroughly and placed on edge in the rack.
- **Canvases:** Scrape and wipe with a damp sponge.
- **Extruder*:** Clean inside and out. Dies and 'Z' brace should be cleaned and returned to their proper spot.
- **Lockers:** First come, first served basis. MAC is not responsible for locker contents. Any left at the end of term will be put in the lost and found and all clay will be recycled.
- **Molds:** Clean and return to the proper shelf. Remove work from molds as soon as possible so they are available for others to use.
- **Plaster Bats:** Wipe only with a damp sponge to clean.
- **Slabroller*:** Please use a canvas on both sides of slab. Use appropriate canvases for porcelain and red clay.
- **Spray Booth & Spray Guns*:** Rinse out gun with clean water and spray booth clean.
- **Tables:** Please leave clean of clay, glaze and water puddles.
- **Tools:** Clean and put back where they belong. This includes tongs, whips, stirring sticks, pitchers, sponges, sculpture tools, brushes.
- **Wheels & Splash Guards*:** Clean thoroughly and give a final rinse with a sponge that has been wrung out in clean water. Do not move wheels.
- **Workspace:** Rinse all surfaces using a sponge that has been wrung out in clean water. All glaze spills and drips should be wiped up before they dry and become airborne hazards. Rinse out the sponge when you are done!

*Instruction/permission required prior to use.

MAKING WORK

- The following size and weight maximums need to be adhered to:
Diameter—18" • Height—18" • Weight—18 lbs (25 lbs wet)
- Students may use no more than six (6) bags of clay per term. All clay used must be purchased from MAC. No Exceptions.
- The studio is not a commercial or production studio and is for educational and recreational use only.
- No outside clay or materials allowed.
- Only clay purchased at MAC is allowed in the studio.
- All work fired in our kilns must be produced during class or in open studio. You may not work on projects at home and bring them back in, with the exception of work to be burnished or carved.
- **Greenware:** All work must be completed and on a greenware cart by the end of the 9th week of each term (see white board for dates). All remaining greenware in the studio will be recycled starting the 10th week of the term.
- **Bisqueware:** Bisqueware remaining in the studio will be held for you for two weeks into the next term—after that, it may be sold to benefit the center.
- **Glazeware:** Glazeware remaining in the studio will be held for you for two weeks into the next term—after that, it may be sold to benefit the center.
- Check out posting in clay studio for important dates regarding term dates, last day for greenware, last day for bisqueware and deadline for cleaning out lockers.

SAFETY

Inhalation of all clay materials, especially silica, can permanently damage your lungs. Long term exposure leads to a form of silicosis called 'potters asthma', in which the lung tissue becomes scarred causing an irreversible loss of breathing capacity. Potters are exposed to clay dust (silica) when grinding or sanding bisque or greenware, on wiping towels, and in the studio air when clay and glaze spills are left to dry. Most exposure is avoidable with proper use and cleaning.

Many glaze, slip and stain materials are hazardous. Those of special concern in our studio are crystalline silica which is present in most glazes and slips (it can scar lung tissue if inhaled) AND the colorants chrome, cobalt, copper, lithium, manganese, rutile and zinc oxide present in many glazes and various combinations. They are most hazardous when ingested or inhaled.

- Glaze, slip and stain buckets are marked with pink labels noting the percentage of hazardous material present in each formulation.
- OSHA Health Hazard Rating sheets are posted near glaze buckets, rating hazards associated with each material. Material Safety Data Sheets (MSDS) with more detailed information are located in the white notebook in the library room.
- The use of solvents or high VOC products is prohibited in the studio.
- The studio does not use any of the following hazardous materials: barium, lead, or any material with an OSHA Hazard Rating of 3 or above.
- All users of spray booth, spray guns, extruder, wheels and slab roller must have permission and/or training on proper use.
- Thoroughly scrape work area of clay and wipe up glazes before they have a chance to dry out and become airborne hazards.
- Abrading or sanding greenware or bisqueware must be done in the spray booth.
- Eating or drinking in the studio will greatly increase your chances of inhalation and ingestion exposure to hazardous materials.
- Some glazes need special care with their application. Their use must be cleared by studio personnel.
- **Food Safety:** Some glazes are labeled “Not Food Safe” and should not be used on food surfaces. Some surfaces may become “Not Food Safe” after firing. Please refer to *Glaze Safety & Common Glaze Defects* poster near glazes. Work that is not food safe should be labeled so.

DISCLAIMER

Students should be aware of the risks and unpredictability of the ceramic making process. Any number of problems may occur and students assume all risks implied or otherwise. MAC reserves the right to withdraw & refund anyone that refuses to follow course directives, studio safety, or Parks Code of Conduct.



PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

Comments or suggestions are always welcome in writing or in person.