



# Ceramics Studio Safety Rules

Agreement

To be granted the privilege of using this facility you are required to agree to the terms and conditions listed below and to be familiar with and to observe, these safety regulations governing its use. Violation of any unsafe working methods may cause removal from workshop and/or facility privileges.

1. The First Aid Kit is located at the sink near the stairs and mechanical room.
2. Horseplay of any kind is forbidden.
3. Close toed shoes are required, no sandals in the ceramics lab.
4. No eating food in work areas.
5. If you have allergies or are pregnant please inform your instructor. Working in the ceramics lab could be hazardous to your health.
6. All accidents, including minor scrapes or cuts, should be reported immediately to an AAC staff member.
7. Jewelry, ties and clothing, which are deemed to be hazardous by Staff or Faculty, must not be worn while working on the potter's wheel, or any other equipment. Long hair should be tied back when operating machines with moving parts.
8. No Smoking or drinking in the ceramics lab. Do not come to the ceramics lab or operate equipment if you are under the influence of alcohol. This presents a very dangerous situation. Violation of this rule results in an immediate removal from the Cody building and workshop without refunds of any kind.
9. Clean up of work areas should be done with a wet sponge. No sweeping in the ceramics lab as it raises dust that will remain airborne for days. Water is the best solution for cleaning. Be aware of floors that may be slippery.
10. DO NOT operate machinery to which you have not been trained or assigned.
11. Dust masks must be worn when making clay or glazes. Rubber gloves should be worn when making glazes that contain heavy metals.
12. All glaze containers must be labeled or they will be discarded. All glazes in the glaze room are to have a label with a list of ingredients and a description of the glaze and fired test tile. No glazes can be mixed without approval & supervision of AAC staff.
13. No firing of kilns unless by a full-time AAC staff member. All kiln firings must be approved & scheduled by an AAC staff member and written on the monthly firing schedule. Firings that commence without approval will be shut off and result in an immediate loss of the AAC's Ceramics facility use.
14. Kiln logs must be kept for all firings. No kiln log will result in the firing being shut down.

## Using Potters Wheels

- No Bare feet or flip-flops. Close toed shoes at all times.
- Hair pulled back.
- Sleeves rolled or buttoned.
- Flywheel must be stopped before getting on and off.
- Wheel must be cleaned after each use.
- Do not get electric wheel foot controllers wet.
- Electric wheels should be turned off after each use.

## Pottery Etiquette

- Absolutely no throwing clay other than on your wheel!
- Clean the wedging table after each use.
- Clean the wheel after each use.
- Bats and ware boards should be returned after they have been used.
- Moulds must be stored in the appropriate place.
- Clay must be kept in lockers or in designated areas.
- When pieces are completed they should be put in the greenware area to be bisque fired.
- Plaster is to be kept separate from wet work areas. You may only use plaster in the glaze room.
- Do not move or disturb other people's artwork. If something needs to be moved, ask an instructor or staff member.
- In general, leave your work area cleaner than you found it and be considerate of others.

## Off Limits to Students

- Clay mixer
- Kilns
- Kiln room
- Dry glaze mix
- Slab roller (unless instructed on proper use by AAC staff or instructor)