

Studio Notes

General

*remember to check off your visit on the sign in sheet when you arrive. I realize this is on the honor system as I'm not always here. Thank you everyone.

*white clay wheel vs. red clay wheels- use only the matching water bin for the clay that you are using.

Also- make sure the tools are clean for the clay body you are using.

*Place your name and date on your items after trimming them.

*items can't be thicker than 1/4 ". All feet need to be 1/4'in height. Glaze drip lines are highly recommended.

*Please clean up after you are finished (see below)

*New items should be trimmed with in a one-two week period.

*please take bisqued items home. This helps with space in the studio and also I know that they are in your safe keeping!

* I will send out a notification when it is glazing week. Please come in only during that week to glaze. If you can't come in that week- please notify me and we can arrange a different time for you to come in and glaze.

*all items need to be finished -glazed and fired within a two month period.

* all items need to be picked up ASAP after a firing. All unclaimed items will be recycled the first of every month. Please notify me if you can't pick up your items or are out of town and I can hold your pieces for you.

*With the \$180 10x punch card and open studio members get 4 small items (mug size) or 2 medium size (2 pd size bowls) or 1 large item (4 pd bowl or pie plate). Of course there is some flexibility with this that we can talk about in person. Production pottery does need to get priority in the kiln especially around the holidays. I need to charge according to item size to help cover glaze and firing costs for any additional pieces. Small items are \$3, medium \$5, large \$8.

*If you have one or two questions- it is ok to ask me but if you have more please sign up for a lesson. (I have a lot of my own work that I am trying to get done). Thank you for your understanding around this.

Organization

*We are constantly working on the organizational aspects of the studio-thank you for your patience!

*freshly made items-please put your name and date on a sticky note on your bat! If you can please consolidate your items onto one board ASAP. Make sure items are completely wrapped with plastic so that they don't dry out.

when items are ready to dry to bone dry stage-please place on back shelves uncovered

Glazed items go on the top shelves. If there isn't room leave them out and Elizabeth will find a spot for them.

Cleaning

Everyone is required to clean up when finished.

*slip from the trays go back into the bins on the wheel

*extra wet clay chunks go back onto the appropriate ware board.

*trimmings go into buckets under the wheel. Please only trimmings in the buckets.

*wash utensils and bats. Bats are laid out to dry.

*wipe down wheel and trays

*replace plastic if needed

* extra help....A wipe down of the tables with a clean paper towel and scraping the wareboards

(all clay dust is scraped away from your face). These two things are always a great help!