

# OPEN STUDIO RULES, TIPS, AND GUIDE

Hello and welcome to our open studio! We just want to make sure you keep a few things in mind while you work:

- This is independent work time, the monitor is not here to teach but can answer small questions.
- Make sure you wedge your clay!
- Most tools you will need and bats are located on or under the first table. Other supplies, stencils, and wareboards are located on the black wire shelves. Glazes are in white bins under tall tables. Please look around the studio to familiarize yourself with it.
- If throwing on the wheel, use pot lifters (located under first table) to transfer your work to a wareboard.
- Handbuilders, build your work on a wareboard.
- Place your work on the shelf marked “Open Studio” in the back. Put your name on a sticky note and keep it with your work.
- Put your name on the bottom of your work before placing it on the greenware cart to be fired.
- Work left for a month will be discarded.
- Put finished greenware on “Greenware cart” outside the kiln room.
- Your fired work will be on the bisqueware shelf across from the kiln room.
- Glazed work to be fired goes on glaze shelf across from the kiln room.
- Fired glazed work will go in the window for passersby to see!
- Work left for over a month will be discarded.
- Terra is not responsible for the upkeep of work or studio mishaps. Make sure your work is wrapped appropriately to keep from drying out and it is put in a safe spot.
- Plastic for wrapping your work is available in tubes located on 6-week student shelves, in the front, middle, and end of the row.
- Clay must be taken home, we are not responsible for lost clay.
- Glazing:** Be sure to wax 1/4”-1/2” from the bottom. We will not be grinding your piece if it sticks to the kiln shelf. If glaze is too close to the bottom of your pot or has not been wiped from the bottom, it will not be fired. Also, be sure to stir the glaze completely, incorporating all glaze material which has settled to the bottom. Your glaze will not turn out correctly if you don’t, it will also disrupt the water to particulate proportions. Please make the extra effort! Glaze paddles are located next to back table.

•Cleaning up is super important! If you don't clean up after yourself, you may be asked not to return. You're part of the Terra Clay Community now, please treat this space like it's your own! Flip sheet for cleanup guide.

**Clean up protocol:**

- Empty splash pans and water buckets into "Recycle Clay" bucket in the sink
- Wipe down ALL surfaces you touched with clay- wheels and tables where you wedged
- Wipe big splashes on floor around wheels
- Scrapers for tables are hanging at the end of the tables
- Return splash pans and tools after you wash them THOROUGHLY
- Wipe down around sink
- Sweep trimmings and clay you caused to fall on floor

With all that being said, we hope you really enjoy the space and your time here. We're happy to have you!