

# *Fired Up Studios™*

## *Classroom Rules & Responsibilities*

The focus of Fired Up classes is for students to have fun learning the basics of pottery. As a result Fired Up has established the following rules to help make sure the classroom remains a fun place of learning.

### **Open studio:**

- Available 7 days a week during our regular office hours.
  - If the classroom is in use by another class, you may use the main studio.
  - Our office hours are posted on our website.
- The classroom will also be closed if we close the office (severe weather or holidays).
  - If we close the office, we will put a message on our voice mail: **612-852-2787**.
- 24 hour studio access is available for an additional fee. Please speak with the monitor on duty during our office hours for more details and pricing.

### **Your class fee includes:**

- Studio tools: Basic tools and a towel are provided for you use in class. These are not yours to keep.
- 25 lbs. of Buff clay:
  - You may exchange the Buff clay provided for B-Clay. **You will need to fill out a Clay Purchase form indicating that you are exchanging clay.**
  - Additional clay may be purchased if needed. Please fill out a Clay Purchase form each time you take clay. You will receive an email invoice for any additional clay you purchase.
- Bisque firing: no charge.
- Up to 1 free square foot of glaze firing per week.
  - Free squares are not cumulative. You may not have more than 1 free square in a week.
  - You will be given a **blue** index card with your name and class on it. This card will be used to keep track of your glaze firing.
  - If you need additional firing, please create a **white** index card using the same format as on the blue cards we provided. **You will be charged for any firing with a white index card.**
  - **Pieces over 9" tall or 12" wide are subject to additional firing fees.**
    - Stuffers (any piece under 3" in all dimensions) are also subject to additional firing fees if you fire more than ¼ square of small items
  - You do not need to make new cards for each firing; we will reuse the cards until you have finished the class.
  - Please make sure to put the **blue card** out with your work each week. If you use a **white** index card, you will be charged for the firing.

### **Things you need to do:**

- Clean your wheel and area around wheel. Return the splash pan to your wheel after cleaning.
- Clean clay off of ware boards & return ware boards to proper place
- Clean off wedging table, glaze tables, and other work surfaces.
- Clean wax resist brushes after use
- **You need a 3 X 5 card with every square or partial square of work to be fired.** Please see above for details about how the cards are used.

### **Things you CAN NOT do in classroom or studio**

- You are entitled to one shelf only. **DO NOT** use any other shelf without permission from your instructor.
- **DO NOT** touch other people's work or use their tools without their specific approval.
- No friends allowed in classroom or studio to use equipment.
- No children allowed in classroom or studio
- No pets in classroom or studio at all
- No drugs (We will ask you to leave and never return.)
- No Alcohol. Do not come into Fired Up Studios to work if you have been drinking. (Alcohol in moderation is permitted during the last class if you are over 21.)
- No guns are allowed on the premises.

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### **Glazes Recommendations:**

- Always check with your instructor before putting work out for the glaze firing.
- Students should consult the Test Tiles when picking out glazes to use. Please ask your instructor if you have questions about the glazes.

### **Firing Risks:**

- Fired Up Studios will take every reasonable precaution to ensure your pieces are safe.
- Because work will be fired along with the work of other individuals, damage can occur to your work
  - The kind of damage possible includes nicks and scratches, fusion to other pieces, breakage, or destruction.
  - The risk of damage to your work and the work of others increases if you use cone 6 glazes in a cone 10 firing or use combinations of glazes that have been identified as potential problems.
  - You are responsible for placing your work on the correct shelf for cone 6 or cone 10 glaze firings. Ask your instructor which one is right for the clay and glazes you are using.
- Fired Up Studios has customers and studio members on site, and there is always a possibility of damage (breakage) due to customer negligence.
- Fired Up Studios will not be held financially responsible for any damages that occur to your pieces during the firing process or while at Fired Up Studios.

### **Firing & Last Chance Schedule:**

- Bisque Firing
  - Cone 06 Bisque firing is loaded everyday provided there is enough work to fill a kiln.
    - Work will be unloaded two days after the kiln is started (for example: work loaded on Monday will not be ready until sometime on Wednesday.)
  - Work must be bone dry before it will be loaded.
    - You may place work on the Wet Greenware rack to dry, but it will not be loaded until it is **bone dry**.
    - Work can dry quickly on the Wet Greenware rack. Fired Up Studios will not be held responsible if you work cracks from drying too quickly.
- Glaze Firing
  - Both cone 6 and cone 10 glaze firings are loaded once a week, typically with the following schedule
    - **Monday:** work is loaded into the kiln. **Work needs to be on the shelves by Noon.**
    - **Wednesday:** work is unloaded from the kiln. Kilns are usually unloaded by 3 p.m. when the office opens.
    - We will load additional glaze firings as needed to get work finished in a timely manner.
  - We will not fire if there is not enough work to fill the kiln.
- Last Chance
  - This rack is to make sure students and members have plenty of opportunity to pick up their work.
  - **Do not** take work from the Last Chance Rack unless it belongs to you.
  - Work stays on the Last Chance Racks for approximately 30 days.
  - Unclaimed work at the end of 30 days will be thrown out.

### **Payment & Pick up**

- An invoice will be emailed to you for each clay purchase or additional firing charge as it is accrued.
  - If we have a credit card on file, that card will be charged at the time of invoicing.
  - If we do not have a credit card on file, invoices are due upon receipt.
- Any work or materials left after classes will be kept on the Last Chance Rack for a period of 30 days.
- Any work or materials left on the Last Chance Rack after 30 days will be thrown out.