

## Virtual Classes

This Information and more is on the Callanwolde Website:

<https://callanwolde.org/arts-education/>

Callanwolde Ceramics Studios will continue offering the option for virtual classes, during the COVID-19 pandemic. Students may begin to register for virtual handbuilding and wheel classes. Wheels will be available to rent. Wheel availability is limited.

Classes will be conducted using Zoom as the virtual platform. Students will need to have a computer with a camera, and register for a zoom account. Instructors will host classes (Zoom meetings), and invite students to join at a designated time.

Please review Callanwolde Fine Arts Center Exposure Protocols and Acknowledgement on pages 6 and 7 of this document.

- **Student Guidelines**

- **Preparing and maintaining a clay studio space at home.**

- See “The Ceramic Studio - Health Safety” handout about the dangers of silica in the clay studio.
- Silica is contained in all ceramic clays and glazes. Its danger is in dry dust form, where it can be inhaled and become permanent in the respiratory system.
- To avoid Silica exposure at a home studio:
  - Designate one area as your clay studio. Be strict at only working with clay in this space, and that space only.
  - Make sure this area can be easily mopped and cleaned. Do not work over carpeted areas. Work over cemented or tile floors, preferably.
  - Clean up messes as you go. Never leave clay trimmings or glaze messes on the floor to become bone dry. Best to clean up glazes while they’re wet, and pick up trimmings while leather hard.
  - Avoid sweeping, as this circulates dust into the air. Mop or pick up messes with a sponge, or wet rag.
  - Be sure to wipe down any surfaces that came in contact with clay, and wash your tools.
- Tools you will need
  - Clay tools - Basic Kemper Tool Kit
  - Clay
  - Towels
  - Plastic
  - A small bucket

- **Clay disposal**

- Do not pour clay slip down your sink!!!! Clay will block up your plumbing if trap is not installed on your drainage system.
- Unused clay or slip can be recycled in a separate air tight container. If recycling is not an option, dispose of clay back into the earth.

- Syphon off the top layer clay water (water your plants, or a tree), then recycle or discard the remaining clay or slip.

- **Virtual Class Greenware Drop off/Pick Up for Bisque Firing**

- There will be designated times that students will be allowed to drop off/pick up work curbside.
  - Sign all work with First and Last Name with Initial of the Quarter, and Last 2 digits of the year i.e. Winter Quarter 2021 = **W21**
  - If a particular chop/stamp is used, this needs to be indicated on your containers.
  - Work may be packed as leather hard or bone dry clay.
  - Greenware requires extra care in packing, to transport.
  - Label all boxes/containers clearly with:
    - First and Last Name
    - Email Address
    - Number of pieces
  - Extra Labels can be provided from your Instructor.
  - Students may drop off/pick up work any time during these hours:
    - M-F 9am-8pm
    - Sat & Sun 9am-5pm
  - Drop off/Pick Up shelves are located behind the Carriage House Studio (underneath the tent).
  - Assistants will handle unpacking, loading, firing, and repacking work.
  - We will email individuals or groups (classes) when work is ready for pick up.
- A great way to transport greenware, and create a small wet box, is to pack work in a cooler. But using a regular cardboard box, or large rubbermaid container would be fine as well.
  - Transporting greenware is one of the most hazardous things a ceramicist can do, especially while work is in the bone dry stage.
  - Try to keep clay work leather hard while transporting, so it is easier to repair, if needed.
  - Carefully pack greenware in the cooler, or box, with newspaper, bubble wrap, old towels, etc.
- A firing schedule will be determined once work is received. Assistants will handle loading the work, and then unloading and repacking work back into original boxes.

- **Glazing**

- Glazing stations have been relocated indoors to the basement studio.
- Onsite students may use the glaze area **during their class time** or by signing up for extended time on Signup Genius. (This link will be added to the Callanwolde Website: <https://callanwolde.org/arts-education/>).
- 1 Hour Sign Up Times, Per Glaze Station.
- Max of 2 Stations - 1 student per station
  - Stipulation for Instructors, Assistants, and/or Monitors to be in the space for glaze lecture, glaze mixing, or studio maintenance.
- Masks are required at all times.
- Students are to maintain a 6 foot spatial distance.
- Access is permitted to the glaze area, restroom, kiln room, and cage. All other areas are **OFF LIMITS**.

● **Filling out firing slips**

- Any missing or questionable information will result in work being **rejected**.
- All rejected work will be placed on the reject shelf in the kiln room.
- Since we do not have the ability to see students come in on a regular basis, we hope this will help to keep you connected with the status of your work.

1. Write Your Name Clearly ----->	Name <u>Jack Shephard</u> Date <u>8/8/20</u>
2. Include email or phone# ----->	Contact Info: <u>481-516-2342</u>
3. Pottery Description (Bowl, Mug, Vase, Etc.) ----->	Quarter: <u>F20</u> Type of Pot <u>Mug</u>
4. List the glazes you used. If using commercial glazes, they need to be approved by your instructor, and your firing slip needs to be initialed. ----->	Glazes <u>Celdon (inside), Reitz Green (outside)</u>
5. Check the appropriate firing temperature box ----->	Firing Temp: <input checked="" type="checkbox"/> 6 <input type="checkbox"/> 10 <input checked="" type="checkbox"/> X Soda <input type="checkbox"/> Salt <input type="checkbox"/> Raku <input type="checkbox"/>
6. List all dimensions and total cubic inches. ----->	Sizes: (H) <u>3</u> x (W) <u>3</u> x (D) <u>5</u> = <u>45</u> Cu.In.
7. Write down your instructor's name or "Solo Studio". ----->	Instructor <u>John Roberts</u>

● **Glaze Firing**

- All glazing for onsite, virtual, and solo studio rentals should be placed on the appropriate shelves for glazing (Cone 6, Cone 10, Soda, Salt)
- Firing slips are to be filled out for firing
  - Please write info clearly to avoid work from being rejected
  - 2000 cu in included for "Current" Quarter Onsite Classes
  - Firing fee: 1 cent per cubic inch will be charged after 2000 cu in

● **Glaze Pickup**

- Fired work for all onsite, solo studio, and virtual classes, will be stored in the "Cage" next to the Ceramics Office..
- Pick Up is available whenever campus hours are open.
- Safety guidelines remaining in place:
  - **One** student at a time in the Cage (try to maintain a 20 min time limit in the space).
  - Wear a mask on campus.
  - 6 foot minimum social distancing.
  - Be courteous to the students in front and behind you in line for pick up.

● **Clay**

- Curbside pick-up is available behind the Carriage House.
- **Please remember to sign out your clay.**
- Additional Clay may be purchased on Callanwolde Coursestorm Registration page
  - Extra clay, paid through Callanwolde Registration
    - \$18 - Stoneware
    - \$22 - Porcelain

- **Solo Studio**

- Solo Studio Rental is available for Virtual and Onsite Class Students. 1 shelf per student for a max of 2 weeks from the most recent rental date.
- Got to the Callanwolde Website: <https://callanwolde.org/arts-education/> to enroll, or for more information.
- With more Virtual and Onsite classes also renting this space, we will have limited storage.
- Storage for solo studios is temporary for a maximum of 2 weeks from the original Solo Rental date. Shelves must be cleared off before or on the 2 week deadline, or if a student rents another day.



### THE CERAMICS STUDIO - HEALTH SAFETY

(In part from Radcliffe College Ceramics Studio, Boston, MA)

#### **Inhalation of all clay materials especially silica can damage your lungs.**

- All clay bodies contain some free crystalline silica which can scar your lung tissue and cause irreversible loss of breathing capacity.
- Free crystalline silica is present in clay bodies from trace to 50% amounts. It is the finest, least visible particles that can hang in the air for hours that are the most dangerous because they are the most easily respired and because we are less likely to wear a mask when the air seems clear.

#### **Understanding Silicosis** (In part from the American Lung Association)

##### **What is silicosis?**

- Silicosis is a chronic lung disease caused by breathing in tiny bits of silica dust. Silica is the second most common mineral in the earth's crust. It is a major component of sand, rock, and mineral ores like quartz. People who work in jobs where they can be breathing in these tiny silica bits—like sandblasting, mining, construction and many others—are at risk for silicosis. When people breathe silica dust, they inhale tiny particles of silica that has crystallized. This silica dust can cause fluid buildup and scar tissue in the lungs that cuts down your ability to breathe.

##### **How serious is silicosis?**

- Silicosis is chronic and cannot be cured. Treatments ease symptoms and address infections that people with silicosis are prone to getting. Depending on the type of silicosis, people may live for many years or only a few months.

##### **Anyone with silicosis may suffer from several complications:**

- Increased risk for lung infections and tuberculosis.
- Progressive massive fibrosis—severe scarring and stiffening of the lung, which makes it difficult to breathe. Progressive massive fibrosis can occur in either simple or accelerated silicosis, but is more common in the accelerated form.
- Respiratory failure.

##### **Clean-Up!** (in part from Appalachian Center for Craft, Tennessee Technological University)

With reasonable precautions the clay studio is a very safe place to work, but in order to maintain a safe environment you must familiarize yourself with the key issues in ceramic studio safety. Some of the issues discussed below are of primary concern to all students and professional ceramicists, but there are fundamental precautions that must become second nature to every person working in the clay studio, as they affect not only your own personal safety, but everyone else's as well.

**General Guidelines** - There are a few general safety and cleanup issues that must be considered at all times in the ceramics facility:

- **Avoid making dust!** Don't leave clay scraps on the floor. Wet mop and towel down floors, and wipe down all work surfaces after use.
- **No Sanding, Grinding, or Spraying glaze in the studio!!!** Confine all dust-producing processes outside, or to the spray booth with fan turned on. You must realize that clay debris on the floor in your studio means that everyone else is breathing the dust produced when you work in your studio, and that is not acceptable.

## Callanwolde Fine Art Center

### COVID Policies and Procedures Exposure Protocol and Guidelines

#### Student Responsibilities

1. Do not attend onsite classes if you have engaged in activities outside of Callanwolde that put you at moderate-high to high risk of contracting COVID-19.
  - a. Please use the following chart for reference: [VIEW CHART](#)
2. Do not attend onsite classes if you or any household members show any symptoms of COVID-19.
  - a. Please view the CDC's list of symptoms [HERE](#)
3. Do not attend onsite classes if you have been in close contact with someone with COVID-19 until you have completed 14 days of self quarantine from exposure AND taken a COVID-19 test.
  - a. All results should be sent to John Roberts at [jroberts@callanwolde.org](mailto:jroberts@callanwolde.org) for approval, before attending an onsite class.
4. Wear an approved facemask upon arrival and during class time, only removing to drink water.
  - a. Please view this helpful infographic from Emory University for more information about masks [HERE](#)
  - b. Bandanas, gaiters and masks with vents or valves are not permitted.
5. Agree to all policies and procedures upon registration

#### Callanwolde Responsibilities:

1. All Callanwolde staff will be required to wear a cloth face cover
2. Provide hand sanitation stations in every studio
3. Pre and post studio disinfecting by one authorized staff member only
4. Keep all doors open for proper ventilation
5. Floor markers to keep students physically distanced at 6 ft. apart
6. Floor markers pointing towards entrances/exits to keep mobile traffic flow
7. Monitor instructor and staff symptoms and require COVID-19 testing of staff members

#### Callanwolde Holds the Right To:

1. Move all classes to an online-only platform at any time
2. Ask a student not to return to onsite classes if policies and procedures are not followed
3. Update policies and procedures at any point in time

Our community's health and safety is our number one responsibility but it is going to take the cooperation of all of our members. Thank you in advance for your cooperation and understanding. These policies and procedures are in compliance with Center for Disease Control guidelines.



### Acknowledgment of the Risk and Liability Relating to COVID-19

Callanwolde Fine Arts Center has put in place preventative measures to reduce the spread of COVID-19; however, Callanwolde cannot guarantee that you will not become infected with COVID-19 while at Callanwolde. Callanwolde will provide the student with a list of suggestions for safety procedures based on health officials' guidelines. These guidelines are in compliance with the CDC. It is up to the student to uphold these safety procedures, in addition to the measures set forth by Callanwolde Fine Arts Center.

By signing this document, I acknowledge the potential risk of COVID-19 at Callanwolde. I acknowledge that Callanwolde has provided me with a list of suggested safety guidelines for me to uphold at my event.

I voluntarily agree to assume all of the beforementioned risks and accept sole responsibility for any injury to myself (including, but not limited to, personal injury, illness, disability, and death).

I have read and acknowledged the beforementioned risks regarding COVID-19.