

The Basics

Completing your class session

Students who ARE returning for the next consecutive series of classes:

Please have all greenware on the to-be-bisque shelf the last class session.

Teachers please advise and help students to track their works in process to meet this goal.

Students who ARE NOT returning for the next consecutive series of classes:

Please have all pottery on the glaze shelf the last class session.

Teachers please advise and help students to track their works in process to meet this goal.

Students who do not have all their pottery through bisque will have 5 days to complete glazing after their last class. Remember the studio will be cleaned between sessions and there will be limited open studio available.

CLAY

All clay fired at the Edina Art Center **must be purchased** at the Edina Art Center.

Members receive a 10% discount off the price of clay.

Students may store 1 bag of clay in a “cube” during class session.

Clay cubes will be cleaned out BETWEEN sessions. Leftover clay will be recycled.

TOOLS

Tool kits and select tools available for sale upstairs.

Members receive a 10% discount off the price of tools.

Please provide your own tools, towel and studio apron.

STORAGE

Please do not store bisque or glaze ware on class shelves.

Lockers are available for rent to store additional supplies. Inquire & rent at the front desk

POTS IN PROGRESS

After finishing your clay work for the day, place it on a ware board.

Do not use round bats for storage reserve these for throwing.

Place your plastic covered work on the shelves designated for your class. Label with your name.

Before bisque firing make a clear, identifying, signature mark on the bottom of your clay piece.

Move your clay work to the “Greenware Ready to be fired” shelves in the glazing room.

Once dry, all work is fired to cone (Δ) 06. GREENWARE IS VERY FRAGILE!

Please do not handle other people’s greenware.

FIRING FEE = \$2.00 PER POUND FOR ALL TYPES OF GLAZE FIRING

Fee slips are used for glaze-firings, special firings, refirings and once-firings fees. There is no charge for the initial bisque unless that **IS** your final firing. Purchase firing slips in denominations of 1 pound or ¼ pound from the front desk. (Put your name on your slips - these are like money!) Once you retrieve your bisque pots and glaze them, you should weigh them to the nearest ¼ lb. on the scale in the glaze room. Clean all excess glaze from the bottom and 1/4” up the side of your piece, more if you have multiple or runny glazes. Cut out enough firing slips to cover the fee and put them in the pot. Move pot to the shelf designated for the glaze firing type you glazed for (i.e. Raku, cone 10 gas or soda, cone 6 or 10 electric).

Pieces without slips or that have glaze on the bottom will be put on the “whoops” area .

We cannot accept I.O.U.s.

If your work needs to be fired to a temperature different from regular Studio procedures a special firing fee will be charged. **Special firings will accrue additional costs of \$3.00 / lb.**

KILN SHELF ACCIDENTS

If you consistently use too much glaze so that your piece runs on the shelf you will be charged a minimum of \$5 per offending piece. If the kiln shelf is damaged you will be charged a minimum of \$50 for the damage.

½ CLASS REGISTRATIONS

Students who register for a ½ class session will be placed on a wait list and will be notified 24 hours before the class begins if they are on the class roster. Please register at the front desk.

Please attend the classes **consecutively**, either the first or second ½ of the session.

Beginning students must register for the first ½ of the session.

ETIQUETTE IN THE STUDIO

Please do not handle pots that are not your own.

If you accidentally break someone’s piece PLEASE leave a note of apology.

If your pot gets broken or is not fired for a technical reason look for it on the “whoops” shelf.

No food or drink is allowed in the studios. Please eat food in the upper level tea room.

Classrooms are scent-free areas.

Sanding of pottery must be done outside. Wear a mask.

In the wheel room:

1. Pour the contents of your splash pan and bucket in the recycling barrel first.
2. Wash and final rinse in the white sink.
3. Clean off wheel, pottery stool and floor near work station with a wet sponge.

In the glaze room:

1. First rinse of glazing tools in the bucket located **in** the glaze room sink.
2. Clean counter, glaze buckets and tools of glaze.

When using the spray booth, wipe down booth walls and run clean water through the sprayer to thoroughly clean.

CLEANING

Between class sessions the studio will be cleaned by volunteers & staff and there will be limited open studio available.

Please remove clay from cubes, empty & wipe down class shelves.

Please volunteer to help with studio cleaning to keep our environment healthy!

To help keep dust to a minimum always use a wet sponge when cleaning.

Pottery left at the studio longer than 6 weeks will become the property of Edina Art Center.

OPEN STUDIO

Pick up and drop off of pottery only during Glaze Room Open Studio or your class time.

Open studio is available to members, age 15 and older, who are currently enrolled in a pottery class. Student members age 14 and younger need to attend open studio with an adult who is also currently a member and in a pottery class.

Students may use the studio whenever there is not a class in session.

If a pottery class is in session the glaze room is NOT available for open studio.

Wheels and pottery facilities during open studio are on a first come/first serve basis.

If you need to use a left-handed or the accessible wheel it is acceptable to ask someone to switch with you for access if there are no other wheels available.

FALL SESSION 2016

Updated 9/20/16

POTTERY OPEN STUDIO HOURS

You must be a member AND in a current pottery class to use Open Studio.
Schedule subject to change without prior notice due to special events & class changes.

Day	Main Studio OPEN	Lower West OPEN	Glazing OPEN
MON	12:45–6:15 PM	9 AM – 4 PM	12:45- 5:15 PM
TUES	12:45–5:45 PM	9-11:45 AM 3:15 – 9 PM	3:15 - 5:45 PM
WED	1:15–6:15 PM	9 AM – 4 PM 6:30 - 9 PM	1:15 - 6:15 PM
THUR	12:45-6:15 PM	9 AM – 9 PM	12:45-6:15 PM
FRI	9 AM–4:45 PM	12:45 – 4:45 PM * 6:30 – 9 pm	12:45-4:45 PM
SAT	9 AM–12:15 PM	9 AM–3 PM * Glazing & Main studio will close at 12:15 pm. * LL West will remain open until 3 pm.	9 AM–12:15 PM
SUN	NA	1:15 – 3:30 pm *Oct 16,23,31, Nov 6,13,20 Dec 4,11	1:15-3:30 pm Oct 16,23,31 Nov 13,20 Dec 4

***Friday, Saturday and Sunday**

Enter & Exit pottery thru Main Pottery Studio ONLY!

Pick up and drop off of your pottery
ONLY during
Glaze Room Open Studio
or your class time.

G: pottery/mud manual/the Basics

FALL II SESSION 2016



Pottery Program

4701 West 64th St., Edina, MN 55435
952-903-5780

Office hours

Monday – Thursday 9 am – 8 pm
Friday 9 am – 5 pm
Saturday 9 am – 1 pm

www.EdinaArtCenter.com

