



Maud Morgan Arts, A program of Agassiz Baldwin Community
20A Sacramento Street, Cambridge, MA 02138, Phone: (617)
349-6287

Ceramics Studio Policies: Independent Student Use

Policies

Students must accept full responsibility to maintain all equipment and pay for any damage to the studio beyond normal wear and tear. If a student causes damage or notices damage, they must report it to teacher or **Cory Shea, Director, cshea@agassiz.org , 617-349-6287 x15.**

Food and drink in the art studios are not allowed. Please observe this restriction. Students are expected to leave the studio as clean, or cleaner, than they found it.

Clean up means:

- Spot mop the floor as needed.
- Clean all table and counter surfaces used.
- Clean all glaze jars from spillage, lids should be on tightly.
- Clean all brushes and tools and putting them away in designated containers.
 - Wash down the sink.
- Wash all bats and but them above the sink for drying.
- Clean out throwing wheel/splash pan.
- Put left-over clay, debris and glaze-free, in the re-cycling bin; throw out contaminated clay.
- Pick up all large trash items from the floor.

Access

Independent & Studio Use for MMA Students | Spring 2018 Session

Singular Adult students, who are over the age of 16 and enrolled in a MMA ceramic class receive **30 hours** of independent studio use during the 9-week Spring session. If allotted 30 hours are exceeded, please contact Cory Shea to purchase additional Independent studio hours, (Extra hours are \$8.50 per hour). Studio hours are not transferrable between sessions and are only active in the current session students are currently enrolled in.

Sign In

Due to insurance purposes, all students must sign in and out in the Ceramic Class binder (on their designated page) each visit outside of classroom time (even if students are staying late after class). All students must comply. Note that MMA has a security camera in the lobby that is monitored by the MMA staff.

Students must demonstrate proficiency in ceramic processes, safety procedures, and use of the equipment sufficient to work independently. Please follow the Building Lock-Up Procedures if you are last to leave the art center, the classroom lights and track lights are turned off, and the recessed lights remain on and the front door has been locked.

Materials

Materials fee covers:

- White clay body, (no other clay allowed).
- Glazes: low fire, high fire, wax resist
- Tools, sponges
- Firing of all work

Materials supplied by each artist:

- Desired glazes not available, with teacher approval
- Personal tool set

Please note:

- Only clay purchased at MMA may be used, each student will receive a 25lb bag per session.
- An additional bag of clay may be purchased during a session for \$25, payable to the teacher.
- All firing is done by MMA staff, please do not enter the kiln room for any reason.
- No production pottery is allowed due to the size of our studio and breadth of our programs.

Scheduling

- Use the calendar on the wall to mark your schedule by writing your name and the time you are working. This allows others to see what the use of the studio will be for any given day.
- A room use schedule will be made available both in the studios.