

The Pullen Arts Center Pottery Studio Policies

Welcome to the Pullen Arts Center Pottery Studio! The Pottery Studio is here for your use and enjoyment. If you have any questions about the equipment or supplies available in the studio, please do not hesitate to ask.

1. **Check In** - Please check in at the front desk with your studio card whenever you visit the center. A parking permit is required to park at the center during weekday hours. Permits may be obtained from the front desk.
2. **Studio Use** - Members and students are welcome to use the pottery facilities when it is not closed for classes. Please check the posted pottery calendar in the studio or the google online calendar for the most up to date information at www.raleighnc.gov . Search "Pullen Art Center" and scroll down to "Pottery Studio & Calendar" at bottom. Students may use the studio for two weeks after their class ends to complete their projects.
3. **Membership** - Pottery studios are available to students currently enrolled in pottery classes and to those who have satisfactorily completed a qualifying pottery class or have taken the studio orientation and have purchased a current Studio Participation Card. Potters who do not renew their pottery studio card within 5 years must take the Pottery Studio Orientation or another qualifying class in order to be reinstated as a Pullen qualified potter.

Yearly Studio Participation Cards

Raleigh Residents

\$70	Annual Home Base Studio Card (CHOOSE Pullen or Sertoma)
\$95	Annual Universal Studio Card (BOTH Pullen and Sertoma)
\$45	6 Month Home Base Studio Card (CHOOSE Pullen or Sertoma)

Non-Residents

\$85	Annual Home Base Studio Card (CHOOSE Pullen or Sertoma)
\$110	Annual Universal Studio Card (BOTH Pullen and Sertoma)
\$60	6 Month Home Base Studio Card (CHOOSE Pullen or Sertoma)

Participation cards are available for sale to persons who have completed either a qualifying clay class at Pullen OR a qualifying clay class at Sertoma Arts Center AND an Orientation at Pullen.

Cardholders have use of studios whenever classes are not scheduled.

4. **Visitors** - Children and visitors may not accompany students to class or during studio use time. Children under 16 are not permitted in the studio for safety reasons, unless participating in a class.
5. **Clay** - Only clays purchased at the Pullen Arts Center may be used in the studios and fired in our kilns. No Outside Clay Permitted! Clay is sold in 25lb blocks and the price includes the cost for glaze and two firings. Be sure to fill out the clay record sheet and put your name on the bag. There is an additional charge for re-firing glaze and bisque pieces and for Raku firings.

6. **Tools** – After the completion of the beginner classes, students are expected to furnish their own tools, wax resist, brushes, etc. Bats, boards, magazines and other studio items are available for your use, however these items may not be removed from the studio.
7. **Lockers** - Designated class lockers may be used from the first day of class to the last. Clay and other items not removed at the end of your last class will be forfeited. The Center has a limited number of lockers for rent. Clay and tools must be stored in lockers not and on studio shelves. Check with the front desk about availability.
8. **Labeling Work** - Each piece must have your name or initials clearly marked and need to be moved through the process in a timely manner. Pieces not claimed after 30 days may be removed to open up shelf space.
9. **Cleaning** - Each person is responsible for cleaning wheels, tools, wedging tables, work areas and other equipment used. Please clean up using water and never sweep or sand in the studio! Any sanding of clay or dry glaze is to be done outside the building. Wash bats and boards and put them back in their proper place. Please wash tools in the buckets in the sinks. These buckets trap clay particles that may clog the drains. Do not empty these buckets. Please run the water slowly. The pipes are old and tend to leak if the drains are over taxed. Put clay scrap into the large trash can labeled “Clay Only”. Put clean splash pans upside down on the wheel head, foot pedals up off the ground and stools on top of the counter. The goal is to reduce clay dust and leave the space cleaner than you found it. Please allow ample time for clean-up.

Silicosis

Silicosis is defined as “a condition of massive fibrosis of the lungs marked by shortness of breath and caused by prolonged inhalation of silica dusts.”

Silica (also known as quartz and flint) is present in all clay types and glazes. Silica particles are extremely small and remain airborne for longer periods of time than other materials of larger particle size. When inhaled these particles stick to the linings of the lungs and remain there. Over a period of time this can lead to silicosis, a disease that shows symptoms only in the later stages. Other respiratory diseases such as emphysema can be attributed to high silica levels.

What can I do to prevent silicosis? Wet clay poses no threat as far as silicosis is concerned, however dry clay dust can. When sanding dry pots, sand them outside and brush (not blow) the dust off of them. Clean up clay scraps and dust on tables with wet sponges. Water is the best defense against free silica in the air. Vacuum cleaners are no good unless they are designed to remove submicron particles from the air discharged back into the room.

This is not meant to scare you into thinking that working in clay will certainly shorten your life span, but rather to make you aware of certain precautions that should be taken. By not blowing or brushing clay dust into the air and cleaning up properly, we will all breathe easier and make keeping the studios clean less work. Your cooperation is expected and appreciated!

10. **Glazes** – If you notice a problem with any of the studio glazes, please notify a staff member. Do not attempt to adjust the glaze yourself. Any outside glazes you may wish to use must be reviewed by a pottery studio staff member. Storage of materials in spray containers is prohibited in lockers or the studio. If you have any questions about these materials please see a staff member for clarification.
11. **Firing** - For cone 6 bisque and glaze allow 7-14 days under normal conditions. Large items and cone 10 pieces take much longer. Allow ample time during the busy holiday seasons and workshop times. Kilns are loaded first with student work, then studio card member work and then work made at home and brought to the pottery studio. The kilns are stacked fully and efficiently to keep costs down. Potters making work for sale or for shows must plan ahead. No special firing treatment is given. Do not ask the kiln staff to load, unload or fire especially for you.
12. **Respect** - If you are working in the studio while classes are in session please work quietly and avoid interrupting class. Please do not handle work that is not your own. Failure to adhere to Pullen Pottery Studio Policies could result in temporary or permanent suspension of studio privileges.
13. **Responsibility** - Care will be taken with all pottery handled by staff, however, the City of Raleigh, Parks, Recreation and Cultural Resources Department, and Pullen Park Arts Center staff are not responsible for any piece of work at any time. Unclaimed work will be disposed of after 30 days.
14. **Safety** - We do not want you or the equipment to get hurt! So please do not use equipment that you are not familiar with. A staff member would be more than happy to help you! Also, please do not eat in the studio. You are welcome to eat your snacks in the lobby or crafts room.

The Pullen Pottery Studio is a community of artists working together to learn, create and have fun! We need everyone to do their part!

HOURS:

MONDAY – THURSDAY	9am-10pm
FRIDAY	9am-1pm
SATURDAY	9am-5pm
SUNDAY	1pm-5pm