

The Clay Studio

STUDENT GUIDE

PLEASE READ 1ST NIGHT OF CLASS IMPORTANT STUDENT INFORMATION

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WELCOME TO THE CLAY STUDIO!

Welcome new and returning students to The Clay Studio (TCS)! Thank you for taking classes with us this term. Please use this guide as a reference tool for classes and TCS's School. While you are here to take classes, remember that there is much more to TCS; details on all of our programs can be found towards the end of this guide.

Founded in 1974, The Clay Studio is a non-profit educational arts organization dedicated to providing a unique learning environment in which to experience the ceramic arts. The Clay Studio supports the ceramic arts through its artist residencies, gallery, studio space, school, educational and community engagement programs, and permanent collection. The Clay Studio believes in promoting broad access to the ceramic arts; accordingly, it gears its programs to all levels of interest and proficiency.

PLEASE READ THE BUILDING PROTOCOLS ADDENDUM CLOSELY.

Facility Information

- Please watch your personal belongings & leave valuables at home. The Clay Studio is not responsible for lost or stolen items.
- Our facility is handicapped accessible.
- Report any problems/concerns immediately.
- The bathroom is across from the glazing area.
- Please do not use your cell phone in the School unless its an emergency.
- Check the bulletin board in the glaze room for important student notices.
- Each student receives one storage cubby for each class. Please check with the school staff if your work exceeds your shelf space.
- The first aid kit is located in the glaze room, on a shelf outside of the bathroom.
- The school has two fire exits. In case of emergency, the staircase in the front of the building leads to 2nd street and the door in the back of the building leads to a staircase to exit through a private patio.
- **NO SANDING of greenware or bisqueware in the studio.** (please sand outside on the back stairs.)

Open Studio Hours

Students may use the facility and equipment outside of class during posted Open Studio hours.

- Only students currently enrolled in classes may use Open Studio hours. *Children, friends of students, and pets are not allowed in the classrooms.*
- Open Studio hours do not extend between terms and can change on short notice. Please make sure to check the bulletin boards on the third floor and emails from Carin for changes to the schedule.

TCS School Store

The School Store is available for students to purchase clay and tools the first hour of every class. School store hours are included on the document you've received called "Important Dates and Deadlines" and is also available online.

You may not bring in outside clays, glazes*, mason stains, other materials and/or equipment. *Except commercial ^6 clear glaze is allowed with approval. **Please have outside non-fluxing underglazes approved by staff.**

1st offense – warning.

2nd offense – you will be asked to leave the studio for the remainder on the term, but can return next term (no refunds.)

3rd offense – you will be asked to not return to TCS.

Wet Work

You may make new work up until the last 2 weeks of the term to have it in the last glaze firing. For example, if you are taking a 10-week class, you have 7 weeks to make new work, and 2 weeks to finish it. Your last class on the 7th week is your last day to work wet. Your last class on the 8th week is your last day to trim or handbuild. Please do not leave all your glazing until the end; you learn more if you glaze throughout the course.

- Carefully sign all your work before you have it fired.
- Production levels of work are not allowed as this is an educational facility. Our aim is to provide a learning environment for as many students as possible, making production amounts of work limits others access to our kilns and is better suited for our Associates program.
- All work must be made at The Clay Studio. Work produced must be proportionate to the number of classes enrolled. Students who produce large volumes of work will receive a warning, be charged accordingly, and asked to limit the amount of work.
- **Size Limitations:** Work must not exceed 14" length, 14" width, and 18" height.

Glazing

All high-fire glazes are located in the glazing room. Low-fire glazes are located in the North Handbuilding Studio. Please check with your instructor if you have questions about what glazes to use.

- Glazing must be completed by the end of the term.
- If glaze is too close to or on the bottom of a pot, it will be placed on the "needs help" shelf. If you find one of your pots there, clean up the bottom and put it back on the glaze-ware shelf.
- All work must have a bare bottom to avoid sticking to the kiln shelf. ***Stilting is not allowed.***

Firing

- Place your work on the correct shelf to make sure it is properly fired in a timely manner. Separate shelves are clearly marked for bisque and glaze firing.
- Glazed low-fire work must **never** be placed with objects to be high-fired (it will melt).
- Bisque firings are done continuously.
- **REFIRING** will only be done with a signed firing form by your instructor or the studio tech, Corrine Kula.
- If there is enough work to fill the kiln, we plan to fire the gas kiln weekly. With enough work, we will also fire a ^03 and ^6 electric kiln weekly. Please check the white board in the glaze room for the current dates. This schedule is subject to change.
- Check the shelves for finished bisque ware. Finished glaze-ware is in the caged shelves.
- Many factors can delay the firing or unloading of a kiln. Please keep this in mind when waiting for work.
- Cracked or broken pieces will not be fired.

Fired Work

- After the final class, all glazed and bisqued work will be marked and available in the cage or on the designated shelves.
- Fired bisque and glaze work is held for 2 weeks into the next term. The cut-off date is posted. Any work left beyond that date will be donated to the annual Pottery Sale.
- Take your work, tools, and leftover clay home with you on your last day of class if you are not taking a class the following term. All items left behind on your shelf will be discarded before the next term begins.

Clean-Up Procedures

It is very important to keep the classrooms and glaze areas clean. Clay and glaze left on the floor will dry and become a fine, nearly invisible silica dust, which is circulated and suspended to float indefinitely in the air. Although not a problem for visitors, this dust can cause health problems for people who spend a lot of time working in the studios. Please make sure you clean up your trimmings and spills before they become dust. Below are cleanup guidelines:

- Clay should NEVER be discarded in the sink. Pour off water and put heavy slip in the slop buckets in the sink.
- Thoroughly clean wheels, pans, bench, stools, tables, the floor, the wall behind you, and bats.
- After the wheel is clean make sure it is turned off. Put the stool upside down on the wheel head, and place the foot pedal and brick

on the wheel's front tray. This lets everyone know that the wheel was cleaned properly and makes mopping easier.

- Scrape and clean wedging and plaster tables after using them. Do not leave work on tables. Ask your instructor if you need help moving your work.
- Return glazes to their proper places and clean glaze counter after you are done. Replace lids on glaze buckets. Return tools to their proper places.

Evaluations

Class evaluations are done online at the end of each quarter. We rely on these for guidance in designing and improving the caliber of our classes and offering feedback to our faculty, so please write down any suggestions or concerns you may have. Please feel free to come and talk to me about any immediate concerns.

Transportation

Parking can be found at the following locations:

- **Parkominium at 231 N. 2nd Street**, just north of the Ben Franklin Bridge. This garage validates for \$9.00 parking all day. The validation stamp is located near the 3rd floor door & in the gallery.
- Patriot Parking Lot at 304 Race Street
- Central Parking System lot at 218 Arch Street
- Wyndam Hotel Parking Lot at 400 Arch Street
- Street metered parking varies throughout the area.

Public Transportation/Septa:

- Take the Market-Frankford El to 2nd Street exit (2nd and Market Streets). Alternatively, SEPTA buses # 33, 17, 5 and 48 all stop at 2nd and Market. Walk 2 blocks north on 2nd to the school 139 N. 2nd Street

Membership

Members of The Clay Studio receive discounts on classes, workshops, and at higher levels on gallery and shop purchases. Call Dominique Ellis at ex. 17 if you are interested in becoming a member.

Exhibitions and Shop

New exhibitions open in the galleries on the First Friday of the month and students are encouraged to attend the free opening receptions. Our shop features work by selected regional and

national artists. Both are open Mon-Sat from 11 am - 6 pm; Sun from 12 - 6 pm. Both the Exhibitions program and the Shop are valuable resources for our students. Please stop in to view the exhibitions, handle the work, and learn from the objects on display.

The Claymobile

The Claymobile is an award winning mobile ceramic art program that partners with schools, community-based organizations & social service agencies in the greater Philadelphia region to bring hands-on art education to some of the region's most underserved communities. Staffed by professional teaching artists with expertise in ceramics and teaching in diverse settings, the Claymobile van contains all of the equipment and materials needed for a ceramics class and is also outfitted to transport the finished pieces back to Claymobile Studio in the Crane Arts Building for processing.

Resident Artists

The Resident Artist Program is the original basis for The Clay Studio and remains its core program. This juried program attracts ceramic artists of the highest caliber to immerse themselves in their creative growth and professional development. The Studio's reputation as a world class art center and the Resident Artist Program's unique features have made the program extremely competitive, attracting a diverse range of talented artists. Current Residents include functional potters, vessel makers, sculptors, conceptual artists and installation artists.

Current Resident Artists

Peter Barbor, Ruth Easterbrook, Alex Ferrante, Stephanie Kantor, Nick Lenker, Chris Rodgers, Kopal Seth, Kevin Snipes, and Nate Willever.

Associate Artists

The Associate Artist Program provides a communal studio for local ceramic artists. The program promotes the artistic, technical and skill development of the artists. It provides an environment that accommodates many levels of commitment and accomplishment, in which all gain from the diversity of experience and expertise.