

# ART STUDENTS LEAGUE OF DENVER

## Ceramics Studio Information for Students

### Open Studio Policy

- ***Students must be actively taking a ceramics class or workshop in order to use ceramics open studio hours, and may only use open studio hours during the week(s) when registered for a class (i.e., Monday-Saturday of the registered week).***
- Open studios are available when there is no class in session; students may not attend another class for which they are not registered to work or glaze. Calendars with class times are posted in each studio or students can check online to see when classes or workshops are in session.
- ***Students may use the glaze room only when there is no class being held in either studio.***
- ***Students must be enrolled in a class to glaze bisqued work.***
- ***Please do not enter classes in session to pick up your work – pick up is during open studio hours only.***
- ***No wet work may be started or completed if a student is not currently enrolled in a class. Wet work is defined as anything that has not been fired.***
- ***Students working during open studio times must clean up, store their work and leave the studios at least 30 minutes before the League closes for the day.***

### Lab/Materials Fees

There is a weekly lab fee charged for each ceramics and clay sculpture class/workshop to cover the costs of firing, glazes, kiln furniture and ceramics tools and accessories. Additional materials fees may apply for classes that require special materials. See course listings for fees for individual courses.

### Making Large Quantities of Work/Using the ASLD Ceramics Studio to Make Work for Sale

***ASLD is a learning/educational facility*** and its ceramics studio may not be utilized as a replacement for rented studio space. It is not designed to and cannot support individual business endeavors, either online or in retail shops/galleries. Thus, the studios, kilns, equipment and glazes may not to be used for the production of large quantities of work or for business purposes. Students using the ceramics studios for these purposes will be restricted from this practice on a case by case basis. In the event the studio is used in this way, work may not be fired and clay purchases may be restricted.

### Clay

Clay is available for purchase through ASLD in the main office. Students must show a receipt to an instructor or studio staff to receive clay. To avoid melt-downs in the kilns, ***no low fire clay or Cone 6 white clays may be used or fired in the League's ceramics studios.*** Studio staff must approve the use of any clay not purchased at the League.

### Studio Materials

Studio glazes are available for student use in house. Studio tools, equipment, molds, are also available for use and must be returned in good condition for use by other students. ***No materials, ASLD equipment, glazes, underglazes or stains may be borrowed or taken out of the studio for use.*** Any glazes purchased by a student that they wish to use in the studio must be tested and approved by the studio management.

### Firing

**Large Scale Work:** As storage facilities and kiln capacity are limited, firing of large scale work must be discussed with the studio manager, will likely take longer to move through the firing processes, and may incur additional firing fees based on the size of the work, firing cycle and temperature.

**Work made outside the ASLD studios:** No work made outside of ASLD will be fired. Please do not bring in work made elsewhere or at home. We do not have the capacity to fire work not made during class and will only fire work made during class or open studio.

## Friends and Family

Friends and family are welcome to visit/tour the ceramics studio but may not attend classes, open studio or use the facility without being enrolled in a ceramics class. This includes assisting enrolled students, glazing, wheel-throwing, hand-building or firing work.

## Safety

- Please follow safety instructions provided by instructors and studio managers when around hot kilns and while using glaze materials and studio equipment. Studio staff is available to answer questions about materials and equipment used in the ceramics studio and any potential hazards.
- Children are not allowed in the kiln room and must be accompanied by an adult in the outdoor kiln building.

## Studio Clean Up

- ***Please clean up after yourself in the glaze room and studios after your class or open studio*** by wiping work areas, cleaning potter's wheels and equipment, washing brushes, cleaning the lids and fully closing all containers, washing all tools and containers and returning everything to their proper storage areas. ***It is not the studio staff's responsibility to clean up after students!***
- Studio tools/molds and all common equipment must be returned to their storage areas daily as they are shared by all students.
- Please be gentle with the plumbing by throwing clay scraps and slip in the buckets provided before rinsing tools or containers in the sinks. No stains, glazes, clay or oxides should go into the studio sink drains. Wipe or rinse pieces with stains or oxides in the glaze room sink only.
- Take any heavy pieces or clay to be discarded outside to the alley dumpster.

## Glazing and Firing

- ***Do NOT add or remove water from stains, glaze buckets or pint jars.*** Studio staff or faculty must do any thinning or thickening of glazes/underglazes. Please see a staff member if adjustments in glaze consistency need to be made.
- Please be aware of the firing temperature of the glazes you are using, taking care that glazes aren't applied too thickly and that the bottoms are wiped clean to keep them from sticking to kiln shelves. If you need help with glazing or have questions, please ask your instructor or the studio staff for assistance.
- When ready for firing, place your work on the appropriate shelf in the kiln room, setting it as far back on the shelves as possible to make room for other students' work and minimize handling, and put tall pieces only on the top shelves.
- Work must be bone dry before it is placed on the "to be bisqued" shelf. Pieces that are leather hard or cold to the touch go on the shelves outside the wheel room to dry. Studio staff will move dry pieces to the kiln room for firing.
- Students are encouraged to learn about and understand the kiln loading and firing procedures and processes. Instructors and studio staff are available to explain these processes on request.

## Storage of Artwork and Clay

- Work-in-progress must be stored on the designated shelves for your class. Please be respectful of other student's work, taking care to avoid moving or bumping pieces on the shelves.
- ***Store clay on the bottom shelves only*** with your name and date noted on the bag. Clay left more than two weeks after the last date registered may be discarded or given to other students.
- Work should be removed from the studios when complete. Please move bisqued work to class shelves and glaze within a reasonable period to save space on shelves.
- Bisque or glaze fired work left on the common studio shelves for extended periods will be moved to the 30-day notice shelves and will be discarded when 30 days have passed.
- Work-in-progress left on class shelves more than two weeks after the last date registered will be discarded.

***Questions? Please contact ceramics studio manager  
Shelley Schreiber at s.schreiber@asld.org or 303-778-6990 x1106.***