



PoMoArts
2425 St Johns Street, Port Moody, BC V3H 2B2
† 604.931.2008
pomoarts.ca

STUDIO USAGE RULES & EXPECTATIONS

Open Studio runs at the discretion of PoMoArts. We may, when necessary, make changes to studio times and dates.

1. You must be 16yrs+ to attend open studio.
3. Priority is given to those attending classes at PoMoArts. PoMoArts Students may sign up for a maximum **2** sessions per week as part of their class for the duration of their classes as outlined in the course description. Students who wish to attend more than 2 Open Studio sessions per week must sign up and pay through ASAP. Students and Community Users must now sign up for either a hand building session or wheel throwing session. If you do not show up for your assigned time, we will not refund your fees.
4. Dress appropriately for working in clay. Materials in the ceramics studio may stain clothing. Consider leaving jewelry at home. Close-toed shoes are required.
5. Clean up after yourself. This is a shared space. Discarded clay must go into the correct bin for recycling. Please check the bin labels carefully before discarding your clay. Bins are located in Studio 1.2. Do Not discard your clay in the sinks!
6. Kilns are to be loaded, fired, and unloaded **by the Technician only**. All tools and materials located in the Kiln Room are not to be used by Open Studio users.
7. Clay and materials will be distributed by the studio supervisor. To purchase additional clay or tools, go online to <https://pomoarts.asapconnected.com/#Products> or speak to a customer service representative at our front desk. ***Materials must be purchased at least 48 hrs in advance of your scheduled Open Studio time. Please plan ahead.***
8. Studio tools may **NOT** leave the studio. You are encouraged to bring your own tools or purchase a tool kit from us. Please alert the Studio Supervisor when you have finished using communal tools and equipment such as the slab roller or items in the glaze room.
9. Use of the spray booth requires training and/or safety instruction and must be approved by the Studio Technician in advance of your open studio. Users must bring and wear their own N95 mask when using the booth. When in doubt ask.
10. All sanding must be done in one of the marked designated areas outside. It is mandatory that you wear an N95 mask when sanding your work. Please bring and wear your N95 mask when sanding. Speak to your Open Studio supervisor if you are unsure where the designated areas are located.
11. Commercial or other outside glazes/under-glazes and clay may be used only with **prior approval from the Technician.**
12. This is a small studio with limited space, please **do not store** your personal tools and materials in the studio and **take your work home.**



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13. Open Studio users may only use the studio during the scheduled Open Studio times and must register in advance. If you are not on our attendance list you will not be given access to the Studio.

15. The studio is run by a not-for-profit Arts Centre for everyone's recreational & educational enjoyment. This is **NOT** a production studio. Be mindful of this & set reasonable expectations regarding the quantity and pace at which independently produced work can be fired. All firings are done at the discretion of the Studio Technician.

16. This is an open learning environment. Be courteous and respectful of one another. Be generous in giving advice and respectful in asking for it.

We are doing our best to get it right, but we realize that sometimes we might not. If you have any issues, requests or feedback please contact the Program Manager via email at programs@pomoarts.ca.

PoMoArts strives to be an Open, Inclusive and Accessible space. We will not tolerate discrimination or harassment of our personnel or those attending our programs by members of our team or members of the public, including patrons of PoMoArts. Misuse of the facility, violation of rules and safety instructions or abuse of other users or PoMoArts personnel will result in the loss of your Studio privileges.