

Glass Fusing - **Classroom Etiquette & Safety**

- Studio Hours: 9:30 a.m. to 12:30 p.m.
Please allow Instructors time to get set up before class begins at 9:30 AM.
- Students are asked to refrain from starting projects, using equipment, and shopping for glass before class begins at 9:30 AM. due to safety issues and consideration towards the instructors.
- Be respectful of all material, tools, and equipment provided.
- Use equipment (grinder & strip cutter) with care and ask for assistance if you are new to the equipment or need guidance.
- The supply closet is available for students to shop for glass (only)
- All other materials and products in the supply closet are for the instructors' use (only).
- Measure your glass choices by Length & Width.
- Student invoices are created to keep track of glass purchases by writing down the color, and size of the glass you are purchasing.
- There is a 'size-minimum' required for all glass purchases. See the instructor for assistance with these purchases.

Cleanliness

- Clean up your work area and tools at the end of class.
 - Sweep up glass dust from work area with brooms provided.
- Sweep up glass shards when crushing glass outside the classroom area.
- BIG ARTS have carts available for students to transport their supplies. Remember to return the carts, so they are available to other instructors and students.
- Be considerate and clean up your workspace and dispose of trash in receptacles provided in classrooms.

SAFETY

- There is a first aid kit in the bottom drawer near the sink.
- Personal carts and wagons can be stored away from walkways, in the hallway, or 2nd floor lobby area to avoid crowded workspace in the classroom and eliminate tripping hazards.
- No glass down the sink. Trash cans are provided.
- Fans are available when using goo-gone.
- Safety glasses are recommended when cutting glass.

We appreciate everyone working together to provide a safe, clean, and fun classroom environment at BIG ARTS.