

STUDIO

750 Main St. Willimantic, CT 06250 * (860) 377-5826 * spiralartsstudio.com

Studio Rules & Policies

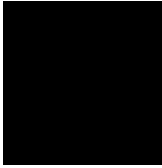
- Closed toed shoes should be worn at all times.
- Loose hair, loose clothing and jewelry must be tied back or removed when using any equipment.
- Know the location of the fire extinguisher and exit doors in case of a fire emergency.
- Know the location of the first aid kit, latex gloves and bleach.
- In case of serious injury, call 911. Do not move the injured party.
- Report any hazardous conditions immediately.
- Due to environmental hazards and distractions to others, infants, children and pets are not permitted in the studio
- No tools, boards or any studio equipment of any kind is permitted to leave the premises. EVER!
- No sanding in the studio is permitted.

FOR STUDENTS AND MEMBERS:

- Alcohol is not permitted in the studio, except for special occasions.
- Anyone working at Spiral Arts Studio understands that working with studio equipment and materials has some risk. Each person working in the studio is responsible for their own safety and will follow safety precautions. Spiral Arts Studio is not liable for any loss, injury, or damage as a result of participating in any activity at Spiral Arts Studio.

Please keep in mind if you leave your work in progress it is at your own risk. This is a public studio and we are not responsible for missing or broken pieces (note: this is rare). We all try our best to be responsible.

- We will allow one re-fire per month
- Do not leave anything on bats and put away your work.
- Label the plastic covering work in progress with your name and date.
- All should be aware of the risk and unpredictability of the ceramic process.



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Code of Conduct

- Courtesy and respect towards others is expected at all times. Students and instructors should contact either **Daniela @ 860.377.5826** should there be an incident.
- There is zero tolerance for sexual harassment and discrimination on the basis of gender, age, nationality, race, religion or sexuality orientation.

Kiln Area

Except for our designated studio techs, no one is allowed near the kilns. DO NOT touch the kiln or put anything on the kiln for any reason! You can burn your skin very badly and/or cause a fire.

Glazing

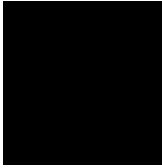
When glazing, please do NOT glaze the bottom of your pieces. There will be a \$5.00 charge for any serious glaze runs (thickly applied glaze that runs off the piece onto the kiln shelf).

Cleaning

- All students and members are required to thoroughly clean up after themselves no matter the time constraints or circumstance. This is important for your own health and safety.
- Be considerate of others sharing the studio and clean up after yourself. This includes tables, glazing areas, lids on glaze buckets, boards and sink surfaces.
- Please clean up your trimmings from the floor and putting them into the trash. You never want to reclaim anything that has fallen on the ground
- No clay whatsoever is allowed in the sink. Please put clay in the reclaim bucket unless you're reclaiming it yourself.
- All tools, sponges, brushes, containers, etc. are to be THOROUGHLY washed and put them back in their designated places.
- Do not dispose of any clay down the sink. Splash pans and tools should be cleaned up at the wheel.

Class Cancellation

Tuition for classes is fully refundable if you cancel 14 days before the start date of your class. If you cancel your class between 13 and 7 days before the start date, you will be refunded 1/2 of your tuition. Your tuition is nonrefundable if you cancel 1 to 7 days before the start date of your class. Weather cancellations are first reported on the Spiral Arts Studio Facebook page and by email. When in doubt call the studio @ 860.377.5826



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ASSUMPTION OF RISK, WAIVER AND RELEASE OF LIABILITY, AND INDEMNITY AGREEMENT

ASSUMPTION OF RISK: The Client agrees that use of the services, premises, facilities, property, supplies and/or equipment, or enter our premises or use any facility or equipment on our premises for any purpose, you do so at your own risk and assume the risk of any and all injury and/or damage you may suffer. This includes injury or damage sustained while and/or resulting from using any premises or facility, or using any equipment, whether provided to you by Spiral Arts Studio or otherwise, including injuries or damages arising out of the negligence of Spiral Arts Studio, whether active or passive, or any of Spiral Art Studio's affiliates, employees, agents, representatives, successors, and assigns. Your assumption of risk includes, but is not limited to, your use of any equipment. You assume the risk of your participation in any activity, class, program, instruction, or event, including but not limited to open studio hours. You agree that you are voluntarily participating in the aforementioned activities and assume all risk of injury, illness, damage, or loss to you or your property that might result, including, without limitation, any loss or theft of any personal property, whether arising out of the negligence of Spiral Arts Studio or otherwise.

RELEASE: You agree on behalf of yourself (and all your personal representatives, heirs, executors, administrators, agents, and assigns) to release and discharge Spiral Arts Studio (and Spiral Arts Studio's affiliates, related entities, employees, agents, representatives, successors, and assigns) from any and all claims or causes of action (known or unknown) arising out of the negligence of Spiral Arts Studio, whether active or passive, or any of Spiral Arts Studio's affiliates, employees, agents, representatives, successors, and assigns. This waiver and release of liability includes, without limitation, injuries which may occur as a result of (a) your use of any services, premises, facilities, property, supplies and/or equipment which may malfunction or break, (b) improper maintenance of any services, premises, facilities, property, supplies and/or equipment, (c) negligent instruction or supervision, (d) negligent hiring or retention of employees, and/or (e) slipping or tripping and falling while on any portion of a premises or while traveling to or from Spiral Arts Studio, including injuries resulting from Spiral Arts Studio's or anyone else's negligent inspection or maintenance of the facility or premises.

INDEMNIFICATION: By execution of this agreement, you hereby agree to indemnify and hold harmless Spiral Arts Studio from any loss, liability, damage, or cost Spiral Arts Studio may incur as a consequence of this agreement.

ACKNOWLEDGMENTS: You expressly agree that the foregoing release, waiver, assumption of risk and indemnity agreement is intended to be as broad and inclusive as permitted by the law in the State of Connecticut and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. You acknowledge that you have carefully read this waiver and release and fully understand that it is a release of liability, express assumption of risk and indemnity agreement. You are aware and agree that by executing this waiver and release, you are giving up your right to bring a legal action or assert a claim against Spiral Arts Studio for any reason whatsoever. You have read and voluntarily signed the waiver and release and further agree that no oral representations, statements, or inducement apart from the foregoing written agreement have been made.

I HAVE READ AND AGREE TO THE ABOVE TERMS AND CONDITIONS:

NAME (PRINT)	SIGNATURE	DATE
ADDRESS _____		
EMAIL ADDRESS _____	PHONE(_____)_____-_____	
EMERGENCY CONTACT: _____		
_____	(_____)_____-_____	
NAME	PHONE	