

## WELCOME TO THE HALIBURTON SCHOOL OF ART + DESIGN

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We're looking forward to having you with us in the inspirational Haliburton Highlands. The following details will assist you with your preparations.

### **Locations:**

All courses, unless otherwise specified, are held at the Haliburton Fleming College campus, located at 297 College Drive. Please refer to our online map of Haliburton village to assist you with travel.

### **Hours:**

Your classes will run from 9:00am to 4:30pm, Monday to Friday, unless otherwise specified, with an hour midday lunch break.

### **Food and Beverages:**

There is a small server on campus open Monday to Friday, 8:30am to approximately 1:30pm. Additionally, there is a microwave and refrigerator available for your use.

### **Accommodation:**

Browse options at Places4Students – search “Fleming College – Haliburton” and then click Property Listings. Additional accommodation information is available through the Haliburton Highlands Tourism department which can also be reached at 1-800-461-7677. We recommend that you inquire about cancellation policies. In our experience, the hosts are very co-operative but it's best to clarify to avoid a situation where you lose your accommodation fees if we or you need to cancel your course (which we will notify you of 2 weeks prior).

### **Materials you need to bring:**

Where applicable, a list of materials necessary for your course is included in this document. Minimal materials are available for purchase on site (unlike previous years, we may NOT have an art supplier on site) – we suggest you bring everything with you. Please feel free to check the status of your course if you are concerned about investing in materials. There are some limited arts supplies available at local retail outlets.

### **Course Cancellations:**

All courses are subject to cancellation in the event of insufficient registration or public health directives. Should your course be cancelled due to insufficient registration, you will be notified 2 weeks in advance of course start by email and/or phone on file. Ensure that we have an alternate means of reaching you if you will not be at home. Assume that your course is running as scheduled unless you hear otherwise. You are eligible for a full refund of fees or the option of transferring to another course within the current HSAD schedule (pending space availability) if the college cancels a course.

**Refund Policy:**

- If You Cancel: All notifications of cancellation must be received in writing. If you cancel any time up to 14 days prior to course start, you will receive a full refund, less a \$25 administrative fee. If you cancel later than 14 days prior to course start, fees will not be refunded. This policy applies in all circumstances due to our commitment to students and instructors two weeks prior to course start. Should you be able to attend a different course within the current schedule/year we would be happy to attempt to accommodate you, pending space availability.
- Courses are non-transferable.
- Notification can be received by email at [askus@hsad.ca](mailto:askus@hsad.ca), or fax, (705) 457-2255.

Please don't hesitate to contact us if you have any questions or concerns. I'm confident your time with us will be inspiring, challenging, and rewarding.

Regards,

*Mackenzie Jenkins*

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**(PLEASE SEE COURSE MATERIALS/INFORMATION PAGE BELOW)**

## MATERIAL LIST

### Ceramics - Coiling & Terra Sigillata (ARTS2536\_41)

Instructor: Paula Murray

**Mandatory Studio Safety Practices apply – See below**  
**NO OPEN-TOE OR HEEL SHOES IN THE STUDIO**

*Please Note: All students taking this course will **learn** how to make terra sigillata. The information will be presented to everyone. However, if you want to participate in the making process, please see below.*

**If you participate in the making of terra sigillata, you will require a half-mask particulate respirator – During dry raw material processes.**

This is **NOT** a dust or N95 mask but a respirator with cartridges. Respirators are available at most hardware stores & the campus bookstore, approx. \$40 plus tax. Additional filters approx. \$20. *New legislation requires that anyone wearing a respirator must be fit-tested. A fit test is a pass/fail method which measures a face-piece-to-face seal. More details for fit tests on site.*

**Please bring:**

- Sketch book and pencil/pen
- Apron or work shirt
- Hand Towel
- An old sock, with a fairly smooth texture to hold sand
- Comfortable wooden paddle/spoon to use while coaxing the pot into shape
- A bisque clay or plaster low open bowl to support clay during early stages of building- about 6"
- A variety of paint brushes for applying terra sigillata, \*include a wide soft thick brush- a watercolour mop brush works well or bamboo Hake Brush.

Your main tool is your hands, if bringing your own tools include:

- Small sponge
- Assorted ribs- if possible soft and hard, metal, wooden, rubber, serrated
- Cutting wire
- Wood trim tools
- Carving tools if you foresee wanting to carve the surface

One bag of red earthenware clay is provided. Additional bags can be purchased at the campus store for \$25/bag. All clay used must be provided/purchased from the college (no outside clay is allowed).

*Please check the status of your course before purchasing materials!*

Please ensure that you are aware of our refund policy as outlined in our brochure.

## MANDATORY STUDIO SAFETY PRACTICES

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Your health and safety is our priority. Our studio environments can have a number of objects, tools and chemicals that require personal protective equipment (PPE) or other consideration for your wellbeing. All persons (including faculty, staff and students) are asked to observe the following while in the shops and studios:

- **Wear sturdy and appropriate shoes such as sneakers, closed leather shoes or work boots – *open-toed shoes, flip-flops or high heels are not allowed***
- **No long, dangling clothing or accessories** (scarves, flowing sleeves, chains, long necklaces, etc.)
- **Long hair must be tied back**
- **No bare skin if exposure to chemical or tools/machinery is likely**
- **Appropriate PPE is mandatory when operating tools and equipment within the studios.**  
Please consult with the faculty or studio technician to determine the appropriate PPE required for specific machines and studio processes.

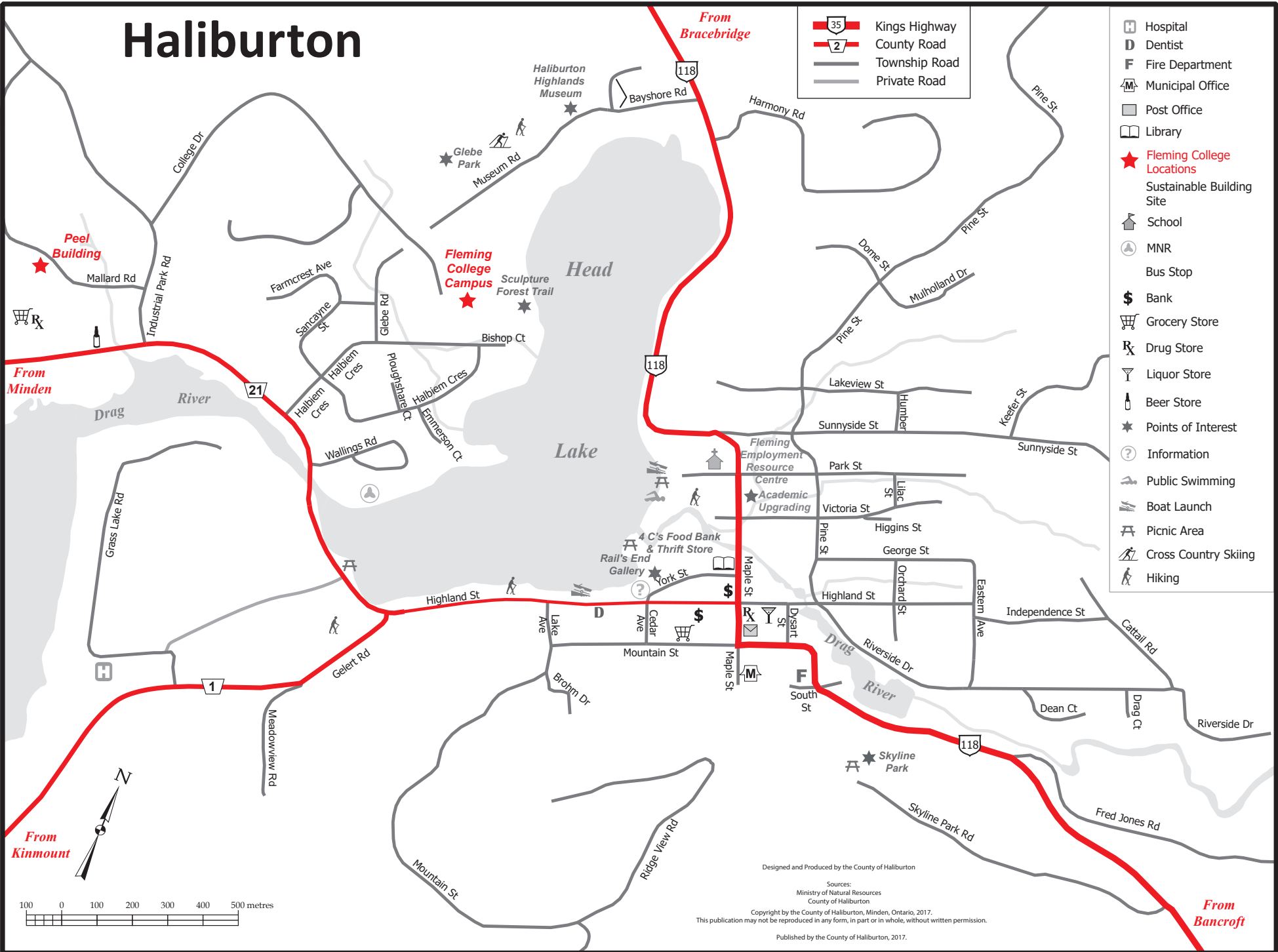
**Fit tests** are required for courses requiring a respirator as noted on your material list. Arrangements will be made on site.

As these are mandatory safety practices, we will follow up directly with students who may have overlooked the above. Individuals may be asked to address any concerns before continuing to work in the studio.

Be sure to buy appropriate, good quality safety articles and equipment i.e. safety boots, protective eyewear, hearing protection, work gloves, x-acto knives, etc. – ask your supplier for advice.

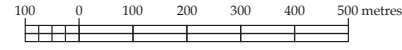
**Your cooperation is appreciated.**

# Haliburton



Kings Highway  
 County Road  
 Township Road  
 Private Road

Hospital  
 Dentist  
 Fire Department  
 Municipal Office  
 Post Office  
 Library  
 Fleming College Locations  
 Sustainable Building Site  
 School  
 MNR  
 Bus Stop  
 Bank  
 Grocery Store  
 Drug Store  
 Liquor Store  
 Beer Store  
 Points of Interest  
 Information  
 Public Swimming  
 Boat Launch  
 Picnic Area  
 Cross Country Skiing  
 Hiking



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