



# Studio Rules

**Quiet Hours: Mon - Fri 9:30-12:30  
1:30-4:30**

The Atelier is meant to be a **quiet sanctuary**; therefore, take all conversations to the kitchen area or outside during quiet hours.

- Clean hands before handling casts; don't touch front surface
- Silence cell phones; answer or make calls outside the studio
- Stay focused; swim in your own lane
- Refrain from offering unsolicited advice
- Refrain from gossip or talk about politics
- Arrive on time for MWF morning sessions
- Arrive sober and ready to work
- No shared music in morning sessions; group assent in PM
- Headphones are OK unless instructor is teaching
- Do not remove any resource books from the Atelier
- The copier/printer is for office use only

## **Safety Guidelines:**

- ✓ Wipe down easel trays after each use
- ✓ Turn off power strips when you leave
- ✓ Last to leave turn off lights and lock door
- ✓ Clean paintbrushes at home, not in the studio **No paint in the sink!**
- ✓ No mineral spirits, turpentine or fixative spray ever in studio
- ✓ Only have 1/2 & 1/2 Gamsol/oil in small closed container
- ✓ **FIRE HAZARD!** Do not leave oily paper towels or rags in studio; use airtight metal can to store and remove oily rags