



Headwaters Open Pottery

Headwaters Music & Arts
519 Minnesota Ave NW, Bemidji MN

Headwaters Open Pottery gives area adults access to a well-equipped pottery studio located in downtown Bemidji. The Pottery Studio includes wedging and worktables, tools, assorted glazes, five pottery wheels and kiln firing access. A staff member or volunteer will be on hand to check you in and answer basic questions during the Open Pottery hours listed below.

Open Pottery Hours

Monday 1:00 – 4:00 pm

Tuesdays Noon – 3:00 pm

Tuesdays 6:00 – 8:00 pm

Fridays 3:00 – 6:00 pm

Sundays 1:00 – 4:00 pm

Open Pottery Fees

\$40 monthly fee Open Pottery

\$100 monthly fee Open Pottery & Adult Pottery (regular fee \$75)

(\$15 reduced fee when you register for both Adult Pottery 6-8 pm Mondays and Open Pottery)

Registration:

Register and pay online prior to attending Open Pottery at www.headwatersmusicandarts.org. If you'd like to begin Open pottery mid-month, contact us at 218-444-5606 to inquire about a prorated fee.

Additional fees:

Clay: \$17.50 + tax for 25lb block of No. 2 Stoneware. Other types of clay available for special order.

Headwaters Pottery Program Policies

Read, sign, and abide by the Open Pottery policies listed below. If you have questions or concerns about any aspect of Open Pottery or Headwaters Music & Arts, please contact the Arts Program Coordinator or Headwaters Executive Director at 218-444-5606.

Headwaters Pottery Program Policies

Participants of Open Pottery must:

- Be 18+
- Have substantial experience with pottery; i.e., classes in high school or college, or two months of Headwaters Adult Pottery Class.
- Attend a pottery room orientation (typically held on Monday nights).
- Register and pay online prior to attending Open Pottery.
- Use clay purchased from Headwaters (Clay is available for purchase at \$17.50 + tax for 25lb block of No. 2 Stoneware. Other types of clay available for special order).
- Sign in and out each session.

The Building:

- There are often activities in other parts of the building. Participants of Open Pottery are asked to stay in Pottery Studio and to be respectful of other building occupants
- The Pottery Studio is attached to the Art Studio. There is no wall between the studios at the moment. Participants of Open Pottery are asked to be respectful of the Art Studio. Don't move or touch art supplies, equipment, or furniture.
- Bathrooms are to the left upon exiting the Pottery Studio through the double doors.

Clay:

- Items fired in the Headwaters kiln must be made from clay purchased from Headwaters.
- No outside clay or glazes are allowed.
- After finishing your clay work for the day, label with your name, place it on a ware board and store it on the shelf labeled *Greenware*.
- Participants of Open Pottery will store their finished greenware that is ready to be fired on shelf labeled *Greenware Ready for Bisque*. Once bisqueware is fired, it can be found on the *Bisqueware Shelf*.
- Bisqueware that is glazed should be placed on shelf labeled *Bisqueware Glazed & Ready to Fire*. Once fired, glazed pieces can be found on the shelf for finished work. Note: do not place unfinished glazed pieces on this shelf. Unfinished glazed pieces should be put back on the *Bisqueware Shelf*.

Clean up:

- If using the wheel wipe the table and area around the wheel head with clean sponge.
- Borrowed tools should be put back **clean** when participants are done.
- Rinse all glazing tools in the slop bucket located on the glaze bench.
- Please use the large yellow sponge and slop bucket water for all clay and glaze (**not** food or beverage) clean-up.
- **Do not wash clay down the sink.**

- When finished working on the wheel rinse hands as clean as possible with the water you used at your wheel before washing your hands in the sink.
- If you are hand building and have clay chunks on your hand, rinse hands as clean as much possible at one of the water buckets on the wheels before washing your hands in the sink.
- When finished working with glaze, rinse hands in slop bucket water on the glaze bench before washing your hands in the sink.

Firing Schedule:

- Generally, there are two bisque and two glaze firings per month. The firing schedule is subject to change.
- Items fired at Headwaters will be completed on a first come, first serve basis.
- Participants are required to pick up final bisque and glazed pieces no more than five months after your class end date or at the conclusion of your Open Pottery time. Shelf space is limited. If pieces are not picked up within five months Headwaters reserves the right to discard it or use it as an example piece in class. If a participant plans to take a break from Open Pottery, they must bring their projects home.
- Participants are in charge of picking up their own work. Headwaters is not responsible for keeping track of the location and/or whereabouts of a participant's work.

Open Pottery Policies:

- No use of drugs or alcohol on Headwaters grounds. Use the Pottery Studio sober.
- Do not eat in the Pottery Studio. Food should be eaten in the Art Studio. You are responsible for cleaning up any mess – throw away wrappers and wipe up after yourself.
- Only covered beverages allowed in the Pottery Studio.
- Clean up after yourself by cleaning any borrowed tools, use putty knife to scrape clay scraps off tables, throw away garbage, etc
- If you make a mess, clean it up. If you need to mop up a spill, the *Pottery Spill Mop* can be found in the storage closet in the corner of the pottery studio
- Respect materials and equipment. If you do not know how to use something, don't use it. You are responsible for the cost of any damages done to Headwaters property or others' property that is stored at Headwaters.
- Respect others. Family friendly language, humor, conversation.
- Exterior doors must not be propped open.

Participants Signature

Date

Print Name

Phone