

WELCOME TO THE HALIBURTON SCHOOL OF ART + DESIGN

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 will be located at **Fleming's Haliburton Campus** or **Haliburton Highlands Secondary School**, except for Blacksmithing, Iron Sculpture, Forging and Bladesmithing, which are held at Fleming's **Peel Building**, located a short drive from campus. Please consult the map included here.

Specific room locations for all courses will be emailed to you prior to course start, as well as posted at the main entrance of the campus and high school. Staff will be available to assist at both locations each Monday morning.

To accommodate shifting registration levels, last minute changes, and specific needs, room locations are determined the Thursday afternoon prior to the start of the course and are subject to change.

Hours:

Your classes will run from 9:00am to 4:30pm, Monday to Friday, with an hour midday break. Some courses are 6 days - please carefully check your course information.

Food and Beverages:

Fleming Campus: There is a small servery located at our Fleming Campus, open Monday to Friday, 8:30am to approximately 1:30pm. Additionally, there is a microwave and refrigerator available for your use.

High School: Food service at the high school is unconfirmed but details will be provided in your pre-arrival email. A number of restaurant options are located close by in the village, as well as in the surrounding area.

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.

.../2

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. 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.

A Friendly Reminder Regarding Our Refund Policy:

- Courses are non-transferable.

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, there is no refund of fees. 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 we would be happy to attempt to accommodate you, pending space availability. Our fax number is (705) 457-2255 and is available 24 hours/day 7 days/week. Notification is also welcomed electronically at askus@hsad.ca

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,

Gail Woodard

Gail Woodard
Haliburton School of Art + Design
839 - 297 College Dr.
Haliburton, ON K0M 1S0
Ph. 705-457-1680 TF 1-866-353-6464 Ext 4 F 705-457-2255
www.hsad.ca



www.facebook.com/flemingHSAD



www.instagram.com/flemingHSAD

(Please proceed to next page.)

MATERIAL LIST

POTTERY II

ARTS179 (This course is six days in duration)

INSTRUCTOR: Lisa Barry

**Mandatory Studio Safety Practices apply – Reference the attached
NO OPEN TOE OR HEEL SHOES IN THE STUDIO**

Your course requires a half mask particulate respirator – If using dry raw materials in 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 check the status of your course before purchasing materials!

PLEASE NOTE:

A beginner's tool kit may be purchased at the college bookstore for approximately \$20. An assortment of tools, pin tool, sponge, cutting wire, trimming tool, rib and wooden edging stick will be available for purchase.

Please bring:

- Notebook and pencil/pen
- Smock or Apron
- Towel
- Bowl, approximately 2 qt. Sizes
- Any new tools you have discovered or made to share with class.
- Your own tools – throwing, footing, ribs, paint brushes etc.
- Any spare tools can be purchased at school.
- Also any picture or samples of work done.

There are three options with regard to your tools.

- You may purchase a beginner's kit at the college for approximately \$20
- Bring the tools you already have
- There will be extra tools for purchases at the school

Due to administrative and technical difficulties associated with the clay bodies, other than those supplied by the college, all clay used in classes must be purchased at class.

Cost of one bag of clay \$25 plus applicable taxes, which includes glazing and firing.

The clay price includes, where applicable:

- a) cost of clay and shipping
- b) overhead for firing, glazing, etc.

We have been vigilant in keeping costs as low as possible and appreciate your co-operation.

Please Note: Food service is unavailable on Saturdays

This course will be held at the Haliburton Campus, Fleming College Studio 5

**AN ART SUPPLIER WILL BE ON CAMPUS
MONDAYS AND WEDNESDAYS.
FROM JULY 3 to AUGUST 9 ONLY**

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

Mandatory Studio Safety Practices

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.

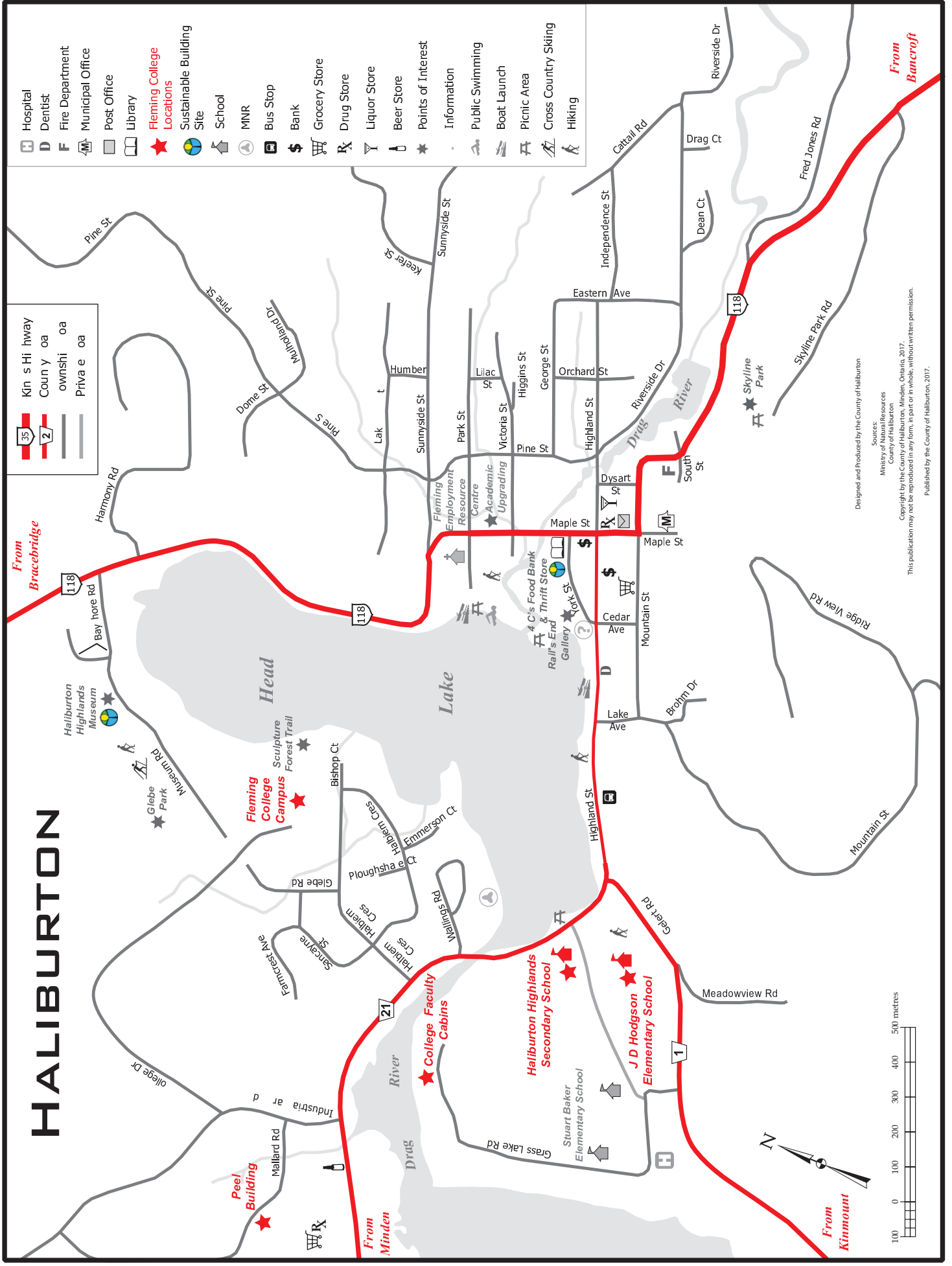
Fit tests are required for courses requiring a respirator as noted on your material list. Arrangements will be made on site.

As these are mandatory safety practices, we will follow up directly with students who may have oversighted 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



- 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

- Kin Highway
- County Road
- Township Road
- Private Road



Designed and Produced by the County of Haliburton
 Sources:
 Ministry of Natural Resources
 County of Haliburton
 Copyright by the County of Haliburton, Minden, Ontario, 2017.
 This publication may not be reproduced in any form, in part or in whole, without written permission.
 Published by the County of Haliburton, 2017.