

Welcome to Haliburton School of Art + Design at Neilson Park Creative Centre

Location: Your course will be held at Neilson Park Creative Centre, located at 56 Neilson Drive in Etobicoke. Established in 1992, Neilson Park Creative Centre is a purpose-built creative arts facility that, in addition to offering a variety of courses and workshops, provides a home for six Resident Groups who operate their programs there: Etobicoke Handweavers and Spinners, Etobicoke Quilters Guild, Etobicoke Rug crafters, Humber Valley Art Club, The Etobicoke Art Group, and Calligraphic Arts Guild of Toronto. This fully accessible facility has four studios, two gallery spaces, administrative offices and support spaces. **Contact:** 416-622-5294

Hours: Instruction will be held from 9am until 4:30pm Monday to Friday.

Food and Beverages: Coffee and tea are available in a shared kitchen on site and there is access to a fridge to store lunch. It is recommended that you bring meals and snacks with you as there are no restaurants within walking distance of the Centre. Several fast-food restaurants, including McDonalds, Subway, Tim Hortons and Swiss Chalet, are within a 15-minute drive.

Accommodations nearby:

- Best Western Plus Travel Hotel Toronto Airport
- Hampton Inn by Hilton Toronto Airport Corporate Centre
- Courtyard by Marriott Mississauga - Airport Corporate Centre West

Scent Free Policy:

- NPCC is a scent-free environment. Registrants are not to wear colognes or perfumes or use solvents or solvent-based products.

Materials:

Where applicable, a list of materials necessary for your course(s) is enclosed. Please feel free to check the status of your course if you are concerned about investing in materials.

- You will be able to leave materials in the classroom overnight; however, NPCC is not responsible for lost or stolen items.

Course Cancellations: Please note that all courses are subject to cancellation in the event of insufficient registration or public health directives. Should your course be cancelled, you will be notified two weeks in advance of course start. Please 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 HSAD 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

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MATERIAL LIST

ZENTANGLE® – PAINT, PAPER & MORE ARTS2595

INSTRUCTOR: Yvonne Westover

Please check the status of your course before purchasing materials!

**Mandatory Studio Safety Practices apply – Reference the attached
NO OPEN TOE OR HEEL SHOES IN CLASSROOM/STUDIOS**

There will be a \$50 material fee payable to the instructor. This fee will cover a basic Zentangle kit with a variety of papers. Shared studio supplies including paint, paint markers, printing plates, brayers, paper cutters, glue and more.

Please bring:

- Sketchbook/notepad
- Fineliner drawing pens in BLACK such as Sakura Micron Sizes .01 or .03 or Uni-ball Vision Needle
- Any fineliner pens/extra fine tip markers in a variety of colours * Highly recommend the Zebra Sarasa Porous Fineliner 12 pck
- White gel pen Uniball Signo is recommended
- White Charcoal/chalk pastel pencil (Generals is a good brand)
- Paint brush - round #6 or #4
- Package of Tortillions or paper stumps (usually 4 in a pkg, various sizes)

Optional:

- 12 or 24 set of Pastel pencils (any brand)

This course will be delivered at Neilson Park Creative Centre, Etobicoke, ON.

AN ART SUPPLIER WILL NOT BE ON LOCATION

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 oversights 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.