

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:

Saturday workshops are held at the Fleming Campus, 297 College Drive, unless otherwise indicated on your material list. Specific room locations for all workshops will be emailed to you prior to course start, as well as posted at the main entrances of Fleming Campus. It's a small campus and very easy to find rooms. Please see the map included here.

Hours:

Your classes will run from 9:00am to 5:00pm on Saturday, with an hour midday break.

Food and Beverages:

Please be aware that there is no food service on Saturdays. There are vending machines with drinks and limited snacks. We encourage you to bring food in a personal cooler bag.

Covid 19 safety measures:

As the province continues to ease Covid-19 restrictions, Fleming College is currently reviewing Spring/Summer protocols and will provide update once confirmed.

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.

Materials you need to bring:

Where applicable, a list of materials necessary for your workshop(s) is enclosed. Materials will not be available for purchase 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 art supplies available at local retail outlets.

Course Cancellations:

All courses and workshops are subject to cancellation in the event of insufficient registration or public health directives. Should your workshop be cancelled due to insufficient registration, you will be notified 2 weeks in advance of start. Please ensure that we have multiple means of reaching you. Assume that your workshop is running as scheduled unless you hear otherwise. You are eligible for a full refund of fees or the option of transferring to another offering within the current HSAD schedule (pending space availability) if the college cancels a course.

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A Friendly Reminder Regarding Our Refund Policy:

- Workshops 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 brochure 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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www.hsad.ca



www.facebook.com/flemingHSAD



www.instagram.com/flemingHSAD

(Please proceed to next page.)

MATERIAL LIST

MAKE A LIVING FROM YOUR ART WORKSHOP

ARTS2597

INSTRUCTOR: Linda Rutenberg

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

Please check the status of your course before purchasing materials!

Students please bring:

- Laptop or iPad
- Portfolio: Hard copy and digital copies, images of your work (could be 1 project or samples)
- 3 websites you like of other artists
- Any publicity you have already done

Workshop Hours

Saturday 9:00am – 5:00pm

Please Note: Food service is unavailable

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

AN ART SUPPLIER WILL NOT BE ON CAMPUS

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:

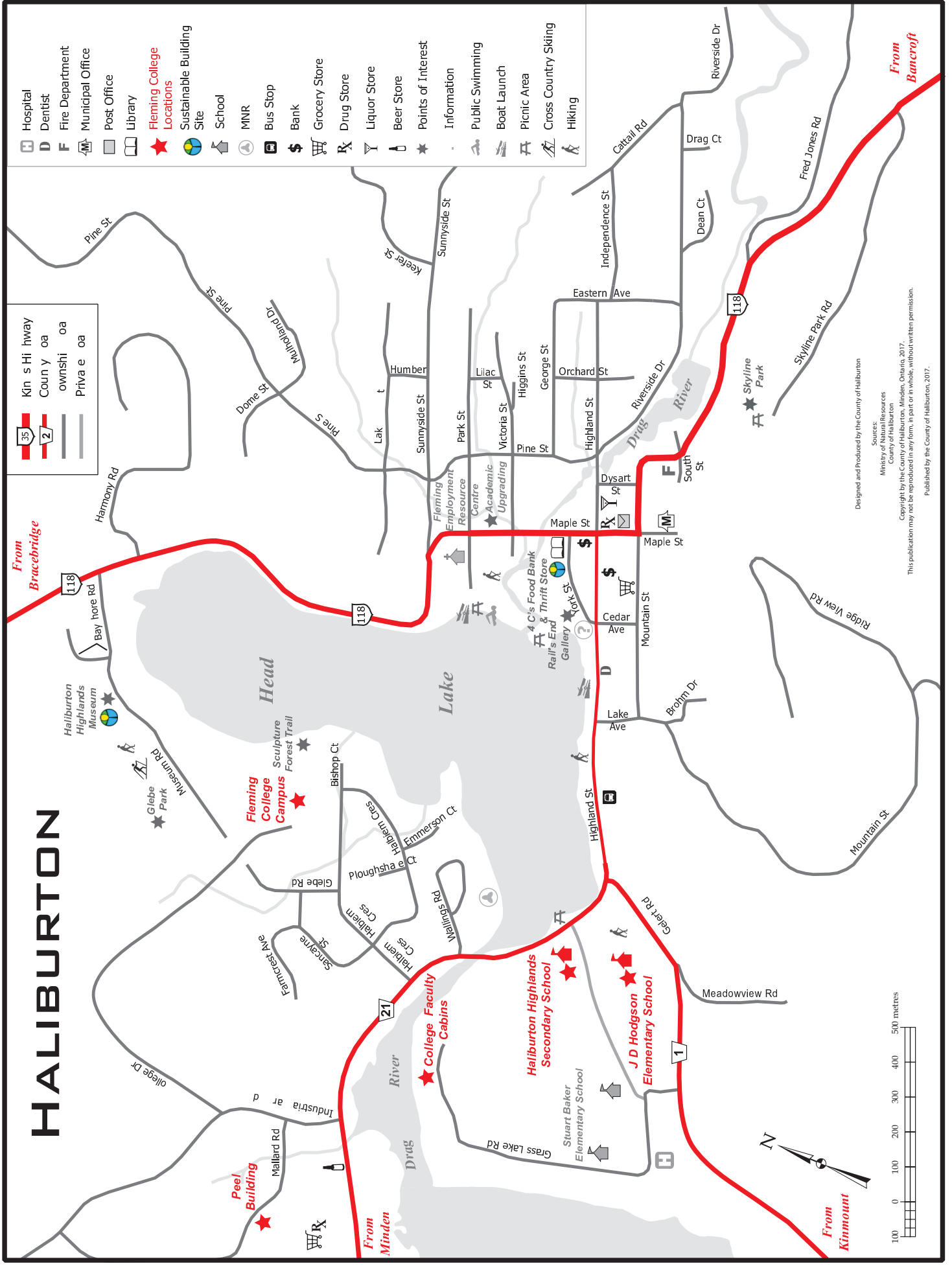
- ✓ **Wear sturdy and appropriate shoes such as sneakers, closed leather shoes or work boots – *open-toed shoes, flip-flops or high heels are not allowed***
- ✓ **No long, dangling clothing or accessories** (scarves, flowing sleeves, chains, long necklaces, etc.)
- ✓ **Long hair must be tied back**
- ✓ **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.

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



Kin s Hi hway
 Coun y oa
 ownshi oa
 Priva e oa

Hospital
 Dentist
 Fire Department
 Municipal Office
 Post Office
 Library
 Fleming College
 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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