



## **Welcome to CAG pottery.**

This brochure is to help you benefit from your classes and to keep yourself and others in the studio safe.

### **SAFETY**

Wear closed-in shoes and an apron to protect your clothes.  
Use P2 masks and eye protection when appropriate.

### **Silica Dust Management**

All clay contains silica, which is an important component in fired pottery. When dry clay or glaze particles become airborne and are breathed in, they pose severe long-term respiratory risks (silicosis).

Wet clay is completely safe as the particles are bound with water and can't become airborne.

Potters follow the following methods to ensure they stay healthy.

### **Wet-clean**

- Always clean with water.
- Clean as you go, with a damp sponge, before the clay becomes dry and dusty.
- Wash your hands with soap to remove dry clay before doing any other activity, especially eating, and before leaving the studio.
- Wipe your work bench with a clean wet sponge. Rinse the sponge clean and wipe a second time. (Clay dust is sticky and one wipe is not enough).
- **NEVER** sweep with a broom/brush/dry cloth, or shake your apron, as this stirs up fine, unseen silica dust which hangs in the air for a long time.
- Wet-mop the floor around where you have been working.
- Do **NOT** shake your apron. Take it home and wash it under running water to remove dried clay.

## Wet-sand

- When your clay-work is green (unfired) and still damp, that's the best time to smooth and perfect it – by wiping with a damp sponge / fingers or smoothing with a hand tool.
- If your clay-work has been fired and needs smoothing, use the **wet-sanding station** at the sink. Follow the instructions on the wall.

## Wear a P2 mask

- When handling **powdered clay, dry plaster or glaze powder or spraying glaze**.
- Eye protection also helps protect your eyes from airborne clay/glaze powder and glaze spray.  
Wash CAG's shared safety glasses with detergent before and after you use them.

## Chemical Safety

Glazes contain various minerals and metal oxides that are harmful if ingested or absorbed.

- **No Eating or Drinking** in active clay-working and glazing areas to prevent accidental ingestion.
- To spray glaze onto your clay-work, use the spray booth and its extraction fan - follow the instructions on the wall. Wear a safety mask and safety glasses.
- If you feel you have been exposed to a chemical – **tell your tutor immediately**. Safety Data Sheets are available nearby that will tell you what specific action to take.
- Wash your hands with soap after using chemicals.

## DISPOSING OF CLAY

Put discarded clay into the correct bucket - not down the sink, as it will clog the sink.

## **GLAZING YOUR CLAY-WORK**

Your course fees cover your use of CAG's special recipe glazes for the clay-work that you create within class.

You can bring in your own favourite glaze but it must be tested in our kiln on a test-tile first. Speak to your tutor or the kiln manager.

After you have completed training from your tutor, you can brush or spray or dip CAG's glazes onto your clay-work piece.

Make sure you follow your tutor's safety instructions relevant to each method.

### **To glaze via dipping:**

- Put newspaper on the floor to collect any drips.
- Put the glaze tub on top of the newspaper.
- After dipping, wipe clean the lid and outside of the bucket to remove glaze that may dry and become airborne when disturbed.
- Wrap newspaper in a clean sheet of newspaper and throw it in the bin.
- Wash your hands with soap.

### **After glazing via spraying**

Clean the spray-booth with clean water TWICE after use and squeegee dry, following the instruction notice there. This removes fine particles that can become airborne if disturbed.

After glazing your clay-work, you need to ensure there is **no glaze on the bottom** as this would stick your piece permanently to the kiln shelf.

Wipe the bottom clean on a wet, foam-covered board (found near the sink).

This will also clean 5mm off the side, to help stop the glaze running down too far and sticking your work to the kiln shelf.

## FIRING YOUR CLAY-WORK

Before firing, check your work.

- **Are your initials and class stamp on it?** So you get it back!
- **Does it have evenly-thick walls?** To reduce cracking.
- **Have you ensured there are no bubbles within the walls, or enclosed spaces that will trap air?** Trapped air will expand in the kiln and can explode part of your work and damage the work of others.  
Put a pin-hole into any risky areas so the air can leak out as it expands.
- **Have you cleaned glaze off the bottom where it touches the kiln shelf?** Glaze on the bottom will fuse your piece permanently to the kiln shelf.

Show your finished clay-work piece to your tutor to check there are no construction issues.

Measure your clay-work piece on the Firing Costs Matrix near the kiln-room door to work out the firing cost.

| FIRING COSTS MATRIX <input type="checkbox"/> GAS <input type="checkbox"/> BISQUE <input type="checkbox"/> GLAZE |               |                |                |                |                |                |                |                |                |                |                 |                 |
|-----------------------------------------------------------------------------------------------------------------|---------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|-----------------|
| 4.25<br>9.00                                                                                                    | 9.00<br>17.50 | 13.25<br>26.00 | 17.50<br>34.50 | 21.75<br>43.00 | 26.00<br>51.50 | 30.25<br>60.00 | 34.50<br>68.50 | 38.75<br>77.00 | 43.00<br>85.50 | 47.25<br>94.00 | 51.50<br>102.50 | 55.75<br>111.00 |
| 13.00                                                                                                           | 21.50         | 30.00          | 38.50          | 47.00          | 55.50          | 64.00          | 72.50          | 81.00          | 89.50          | 98.00          | 106.50          | 115.00          |
| 4.50<br>8.50                                                                                                    | 8.50<br>16.50 | 12.50<br>24.50 | 16.50<br>32.50 | 20.50<br>40.50 | 24.50<br>48.50 | 28.50<br>56.50 | 32.50<br>64.50 | 36.50<br>72.50 | 40.50<br>80.50 | 44.50<br>87.50 | 48.50<br>96.50  | 52.50<br>104.50 |
| 12.50                                                                                                           | 20.50         | 28.50          | 36.50          | 44.50          | 52.50          | 60.50          | 68.50          | 76.50          | 84.50          | 92.50          | 100.50          | 108.50          |
| 4.25<br>8.00                                                                                                    | 8.00<br>15.50 | 11.75<br>23.00 | 15.50<br>30.50 | 19.25<br>38.00 | 23.00<br>45.50 | 26.75<br>53.00 | 30.50<br>60.50 | 34.25<br>68.00 | 38.00<br>75.50 | 41.75<br>83.00 | 45.50<br>90.50  | 49.25<br>98.00  |
| 12.00                                                                                                           | 19.50         | 27.00          | 34.50          | 42.00          | 49.50          | 57.00          | 64.50          | 72.00          | 79.50          | 87.00          | 94.50           | 102.00          |

Fill in the firing payment slip.

Draw your initials and class stamp the same as they look on the base of your work, so the kiln manager can match your slip to your workpiece if they get separated.

| FIRING                    |                                                                    |
|---------------------------|--------------------------------------------------------------------|
| Name:                     | <u>Anne Example</u>                                                |
| Date:                     | <u>23</u> / <u>7</u> / <u>2026</u>                                 |
| Amount:                   | <u>\$5.20</u> No. of Pieces: <u>2</u>                              |
| Initials and class stamp: | <u>AE Δ</u> <small>as they appear on the base of your work</small> |
| Bisque                    | <input checked="" type="checkbox"/>                                |
| Glaze                     | <input type="checkbox"/>                                           |

**Show your pricing to your tutor to check it's correct.**

Pay for the firing on the EFTPOS machine on the shelves.

OPTIONAL: Print a copy of the receipt for your own records.

On the back of the main receipt, write your name and the type of firing (bisque/high fire).

Put the main receipt in the plastic bag for your class.

Place your clay-work piece on your class shelf in the storage area, with the payment slip underneath it.

### **HIRING A KILN – MEMBERS ONLY**

Members can request to do a training session to learn how to load clay-work pieces into the kiln and fire them.

After you have successfully completed this training, you can arrange with the CAG office to hire a whole kiln to fire your own work that has been made at home or on hobby days.

You must use your own personally purchased glazes for glazing these pieces.  
(CAG's glazes are only available for glazing work that has been completed within class as part of that class content.)