

## GSU ART SAFETY

The safety risks involved in the creation, and display of contemporary art are often overlooked, or understated. However, many of the materials and machines being used to make art can come with potential risks. Many tools and materials have acute and readily identifiable risks to an artist's safety. Other risks are based on increased or prolonged exposure to certain compounds, and carcinogens. Since each of these materials come with their own unique hazard, artists need to be properly trained and aware of the best safety practices associated with each lab's, tools, and materials. GSU has a responsibility to educate students about safety policies and the requirements that go along with using both chemicals and machinery safely in various studios and labs.

## BASIC RULES FOR ALL STUDIO ART CLASSES

1. Do not operate any tools or pieces of equipment unless you have been fully trained by your instructor and/or studio supervisor. If after training you are still unsure about the safe operation of a tool or any aspect of a procedure - ask for help from a trained instructor or studio supervisor.
2. If an accident occurs during regular business hours notify your instructor/supervisor immediately or call the main Art office, #117 Arts & Humanities Building, Phone 404-413-5221, If it is an emergency call 911.
3. Only approved materials may be used on art projects. All paints, sealants, adhesives and any other art supplies must be supplied by or approved by your instructor or qualified technical staff. Unauthorized use of Solvents and aerosol spray cans are NOT permitted IN OR AROUND THE BUILDING. The 5<sup>th</sup> fl. Drawing and Painting Studio is equipped with proper venting for the use of students in the Arts and Humanities building, and a Spray Booth is in place in the Ceramics/Foundry courtyard.
4. Never work alone. Accidents are more likely to happen when working alone. Use the buddy system to stay safe.
5. Never work when you are tired, stressed, in a hurry or impaired. Accidents are much more likely to happen at these times.
6. Eye protection is essential. Safety glasses or goggles are required when working with chemicals, solvents, soldering or when working with or cleaning, hand and power tools. Ask your Supervisor about appropriate protection.
7. When using tools, moving heavy objects, or using chemicals always wear closed-toe shoes in the studio (no sandals or crocs). No open toed shoes are permitted for these activities.
8. When using power tools, remove all jewelry and unnecessary clothing (i.e. jackets and scarfs) or anything loose that might get caught in a moving or rotating piece of machinery. Long hair must be secured. If you are unable or unwilling to secure or remove loose clothing, jewelry or hair, you may be excluded from some activities.
9. When using a blade, such as a boxcutter, X-actoknife, utility knife, matte knife or carving tool, always point the blade's cutting edge away from your body and hands. Think about what will happen should the blade slip. If your hand or body is in the path of a cutting edge, rethink your procedure.
10. Dust, chemicals, and fumes can be dangerous - work in well-ventilated areas, minimize contamination. Ask your Supervisor for the appropriate personal protective equipment (PPE). If you have questions about proper protection or monitoring services are needed, contact your instructor.
11. Clean up after yourself. Wipe down your work area and sweep the floor. Always leave 10-15 minutes for cleanup.
12. No liquid chemicals, dyes or paints should ever go down the drain. Any waste liquids, like leftover paints or inks, must be collected and disposed of through GSU's laboratory waste

disposal procedures (CHEMATIX). Ask your Supervisor about proper disposal. Even some rags and paper towels that are contaminated need to be collected as hazardous debris.

13. Hallways and exits must always be clear. Project work or stored items must never block pathways or exits.
14. Smoking is PROHIBITED within 25 feet from every GSU building. Never smoke near any office windows doors or fresh air intakes.
15. Never hang art projects on building sprinkler pipes or electrical tracks. Always use an appropriate size/type ladder for hanging projects. Never stand on stools or chairs, especially chairs that have wheels. You must have prior approval from your instructor before installing your work anywhere in the building.
16. No food or drinks allowed in art studios. Other studios, work areas or processes may have additional rules that apply. Your assigned studio space is designed for work and not intended or to be used as living quarters.
17. Never try to enter a studio or lab by 'piggybacking' on someone else. For example, if someone is entering the lab or studio before you, do not try to get through the door while it is open. Wait for the door to close and then punch in the code again to gain entry. Similarly, do not allow someone else to come through with you. It can be tempting to hold the door open for someone whose hands are full with equipment, etc. This practice, however, is not secure and can put everyone at risk. Wanting to help is good, but be smart about it.
18. Students who have, or who develop, chronic medical issues such as (but not limited to) hypoglycemia, diabetes, epilepsy, heart ailments, any other medical condition which may cause sudden loss of consciousness, and students who are pregnant or nursing, are encouraged to consult with their physicians or health care providers about potential risks associated with participation in a Studio practice.

I have read and understand the GSU Art Studio Safety Rules. I understand practices with hand and power tools and chemicals and materials can be dangerous and can pose a serious risk of injury. These rules have been established as a guideline to insure the safety of all who use the Art Department Studios. Failure to complete all required safety trainings and follow these rules or subsequent instructions by instructors or staff will result in the loss of some or all studio privileges. As artists each studio is our responsibility- WE keep it clean, WE keep it safe, and WE keep it open.

Instructor \_\_\_\_\_ CRN \_\_\_\_\_

Name (Printed) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_