



Safe Start Studio Access Guide:

GLASSBLOWING STUDIO (Hot shop)

New protocols are listed below. The expectation is that they will be fully followed by everyone using the space. Access may be suspended or revoked at any time if protocols are not followed properly.

In addition to Pratt-wide requirements such as mask-wearing, distancing and health screenings, the following protocols apply to use of the Glass Studios:

Occupancy Limits

- Hot Shop: 2 team at a time

Work Zones

Glassblowing teams with a maximum of 3 people on each team will have one bench and one glory hole during the session

Circulation

Users are expected to follow all posted instructions when moving through Pratt spaces. This may include floor markings indicating restricted one-person zones.

Reservation Time Slots

Appointments and payment will be made online to reduce interactions our front desk staff needs to make with the public. After making a reservation, report directly to the studio at your assigned time.

- 9:30am-1:30pm
- 1:45pm-5:45pm
- 6:00pm-10:00pm

Light up/Closing time schedule

Morning slot access users

Access users are allowed to enter the building from **8:30am** to light up equipment in hotshop. Early arrival is prohibited. Access users must stop their session by **1:30pm** and start cleaning up the area. Access users must leave the shop by **1:45pm**.

Afternoon slot access users

Access users are allowed to enter the building from **12:45pm** to light up equipment in hotshop. When there is a morning slot team in hotshop, only one person is allowed to enter the space to prepare their tools/equipment. Early arrival is prohibited. Access users must stop their session by **5:45pm** and start cleaning up the area. Access users must leave the shop by **6:00pm**.

Evening slot access users

Access users are allowed to enter the building from **5:00 pm** to light up equipment in hotshop. When there is a morning slot team in hotshop, only one person is allowed to enter the space to prepare their tools/equipment. Early arrival is prohibited. Access users must stop their session by **9:45pm** and start cleaning up the area. Access users must leave the shop by **10:00pm**.

Teams

2 Team per slot only, 3 person per team maximum

Pratt encourage access users to stick on a same team to reduce the amount of interactions.

Mask Policy in Hotshop

Access users are allowed to work without wearing masks when all teams agree with it. Access users need to wear masks when crossing other spaces such as bathroom and other studio spaces.

Benches and Glory holes

One bench and one glory hole per slot. Currently, "Middle" and "Corner" glory hole are available. "Window" glory hole is available. Please note it when booking slots online.

Blow Pipes & Extension Tubes

Extension Tubes:

Pratt encourages access users to bring their own extension tube

Available to purchase from Olympic color rods:

<https://www.glasscolor.com/>

[\(206\) 343-7336](tel:(206)343-7336)

Also, available for purchase at Pratt with \$41

Blow pipes sanitation instruction:

Pratt encourages access users to bring their own pipes and punties. However, shared pipes are available to use. Wipe with alcohol-based sanitizer after the session is completed.

No water-based sanitizer

Annealers

New Annealer Assignments on Watlow F4t

UPPER #2 – MORNING ACCESS USERS

LOWER #2 – AFTERNOON ACCESS USERS

UPPER #3 – EVENING ACCESS USERS

Unload work – Wash your hands and unload glass pieces from the previous day. Then put on the shelf.

Run the program – Start the program before the session is started. Push “Turn up” button on the screen

Advance the program – When you are finished with your session, advance the program to move on to the annealing process. Push “Anneal” button on the screen

Food & Drink

Beverages may be consumed only within designated work zones(Large table in Hotshop) when social distancing is maintained.

Picking Up Artworks

Users needing to pick up works outside of their Reservation Time.

They must pass the health screening upon entry and maintain 6' distancing from active users while moving through the space. You may have to request a pathway and wait for active users to clear certain areas before proceeding.

If access users have conflict on pick-up schedule, they need to contact Fumi or Patrick to schedule it.

Cleanup & Sanitization

Users should be fully cleaned up with personal items removed after their appointment time.

Users then have an additional 15 minutes to sanitize the spaces that were used, according to the Disinfecting Guidelines.

Disinfecting Guidelines

Upon entry, use the hand sanitizing pump or go to the bathroom and wash your hands for 30 seconds. Do not enter the studio without doing so. When using alcohol-based sanitizer, please stay away from any flame/flammable items.

Cleanup procedure:

- There is Cleanup Check List to Access Users in Hotshop. Access Users are required to follow the direction
- All hand tools used will be required to be wiped down or sprayed with sanitizer after use and before being returned to proper storage location in the tool room or tool racks.
- Blow pipes and punties: wipe with alcohol-based sanitizer. No water-based sanitizer.
- All Oxygen torches, torch bodies, hoses and tank valves will be wiped down or sprayed with sanitizer after use.
- All propane torches, power cords, setting knobs, power switches and tank valves will be wiped down or sprayed with sanitizer after use.
- Powder box: removing all glass powder in and around the powder box. Use a wet paper towel and wipe out or sprayed with sanitizer the inside thoroughly. Store all bowls and sheets on the bottom and in the drawer
- All large equipment (ex: Kilns, Annealers, Benches and yolk) will be wiped down or sprayed with sanitizer immediately after use.
- Marver: Wipe down with alcohol-based sanitizer. Do not use water-based sanitizer.

- All door handles, light switches and other commonly used fixtures are to be sanitized after each use.
- Fire suits and masks being used to put pieces in annealers are to be sanitized after each use.
- Sweep and hose down the entire Hot shop. Move ALL equipment out of the way to clean properly. Sweep in and around annealers and the equipment under the hood. Hose down the front half of the shop making sure to get in all the cracks. Use the squeegees to push the water towards the drain in the middle of the shop.
- Newspaper in trash

Posted Instructions & Signage

Observe all signage in the studio. This signage may include changes to instructions as needed.

Subject to Change

Be prepared for guidelines to change as new information will come out as needed.

Questions

If you have questions or concerns please contact the Glass Studio Manger Fumi Amano via email: famano@pratt.org.