

## **SAFETY RULES- Department of Art and Design, University of Southern Mississippi**

The Department of Art and Design, its faculty and staff retain the right to prohibit any student from using its labs and studios if the safety policies and procedures stated in this memo and/or listed in a course syllabus and/or given verbally by a faculty or staff member are not followed.

### **SAFETY AND ACCESS**

- ❑ The tools and processes used in the making of 3D art and used in the 3D Art Bldg inherently dangerous. Injuries include but are not limited to- burns (1<sup>st</sup> degree to 3<sup>rd</sup> degree), cuts, bruises, broken bones, impalements, eye injuries, loss of limbs, head injuries, inhalation injuries to lungs, throat and mouth, crushing injuries and hearing loss. These injuries can occur at any time, to any part of the body and may or may not require hospitalization. Don't work alone and always seek medical care.
- ❑ Only students who are currently registered for a sculpture, ceramics or a 3D Design course are allowed in the 3D Building (located on 4<sup>th</sup> St.)
- ❑ Only students currently registered for a sculpture, ceramics or 3D course are allowed to use any machinery, kilns, tools and facilities located in and around the above mentioned building.
- ❑ Of the currently enrolled students only those who are appropriately outfitted for safety and certified by the instructor as "trained" can operate department tools, including but not limited to, kilns, hoists, all power wood shop tools, gas torches and welders, electrical welders, mixers, and iron and other metal melting and pouring equipment.
- ❑ A list of registered students will be provided to the University Police and will be posted in the 3D building each semester. Students not on the list and found in the building will be asked to leave immediately.

SAFETY RULES, these rules apply to the 3D building and the Lake Sehoy kiln and any other space the University or Department deems appropriate.

- ❑ Eye protection is required to enter all sculpture and ceramics labs and studios.
- ❑ Closed shoes must be worn at all times. Absolutely no sandals or flip flops.
- ❑ Protective clothing must be worn at all necessary times, this includes but is not limited to, boots, leather jackets and pants, gloves, helmets, masks, hearing protectors, and special eye protection.
- ❑ Majors in the Sculpture program as well as anyone taking 400 level classes or above, are required to purchase their own leathers, helmets, gloves, breathing protection, etc. appropriate to metal pouring, welding and cutting, glaze preparation and kiln use. A small set of safety attire will be maintained by the department for training and the use of non-majors. See your instructor for a list of the appropriate attire.
- ❑ No food, tobacco or **alcohol** allowed. Eat, smoke and chew outside and drink at the bar.
- ❑ Do not use or operate any machinery or equipment if you have been drinking, taking drugs (illegal, prescription or over the counter) or are chemically hindered in any way what-so-ever.
- ❑ If you are injured in any way, seek immediate medical attention. If you are injured and a staff or faculty member asks you to seek medical attention and you refuse, emergency services will be notified and you will be asked to leave the premises immediately.
- ❑ You are responsible for cleaning up your area and for securing all tools you have been using. All power cords, gas lines, air hoses and any other trip hazards must be removed from working areas.
- ❑ All gas and oxygen tanks, flammable liquids, glaze ingredients and other poisonous and/or flammable liquids or powders must be stored in appropriate containers and put away after each use.

**THE USM DEPARTMENT OF ART WILL NOT TOLERATE THE CUTTING OF LOCKS, THE PROPPING OPEN OF DOORS, UNAUTHORIZED COPYING OR SHARING OF KEYS AND GENERAL MISUSE OR DISREGARD FOR EQUIPMENT, FACILITIES OR HEALTH AND SAFETY OF ANY PERSON.**

---

I have attended the Department of Art Safety meeting and have read and understand the above Safety Rules and understand that I may be engaging in activities that may put my health and safety at risk. I agree to follow all the above rules and any others specified by my instructors or will forfeit use of the above mentioned facilities.

---

Print name

---

Signature

---

Date