

## Adamah Studio Instructor Policies 2019

An instructor cannot leave the campus during the workshop unless there is an emergency or they have cleared it with the director. (Taking a bike ride or going for a swim at Governor Dodge is acceptable)

Materials must be specified and approved at least 4 weeks before the beginning of the workshop: this includes dry materials, mixed glazes, cones, use of raku kilns, requested bisque firings, etc

Back room of studio will be locked. If an instructor needs tools from the back room, he/she must get permission from the director

If the group leaves the campus the director must be informed of the group's plans.

The camp's tool shed is off limits to all instructors and participants

The retreat center's kitchen is off limits to instructors and participants

All guest artists and assistants must be approved by the director. They must be in direct contact by email. The instructors must not arrange any form of compensation required by Adamah.

Theft is not tolerated.

Under-aged students who brake the rules will be sent home immediately without discussion.