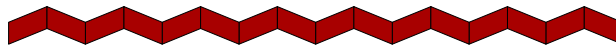




KILNS



Safety & Security Fact Sheet

ELECTRIC KILNS

- ✓ **Knowledgeable operator.** Be sure that the person operating the kiln is familiar with the entire manufacturer's safety and operating instructions.
- ✓ **Monitor the firing.** Periodically check the kiln when firing and be sure that the kiln shuts off at the scheduled time. If all equipment is working properly, overnight firing is approved.
- ✓ **Student safety.** Do not fire the kiln when students are present.
- ✓ **Repairs.** Refer all repair requests to the Work Order Section of the Office of Maintenance Services.
- ✓ **Proper ventilation.** Make sure the exhaust fan is operating when firing the kiln. If there is a question about air quality, contact the Office of Safety and Security.
- ✓ **Storage around the kiln.** Storage of paper, cardboard, and other combustibles near the kiln must be controlled. The distance between the kiln and combustible material can vary, depending on the type of kiln and the manufacturer.

OUTDOOR KILNS

- ✓ **Purpose.** High school art teachers will occasionally build outdoor kilns and pit fires to fire students' ceramic art pieces. The use of an outdoor kiln creates dramatic effects with the glazes that are impossible to obtain with the traditional indoor electric kilns. Because of the temporary nature of a school-built kiln, guidelines have been established to ensure the safety of students, staff members, and property.
- ✓ **Guidelines.** The Department of Instructional Services, fine arts office, has produced a booklet titled *Outdoor Kiln Firing*. Copies may be obtained by contacting an art curriculum specialist. The information provided will guide the art teacher through the construction and use of a variety of outdoor fires.
- ✓ **Permission form.** Art teachers must complete a kiln-firing permission form. The form provides the names and telephone numbers for persons responsible for firing the kiln. Principals sign the form and send copies to the fine arts office and to the Office of Safety and Security.
- ✓ **Fire Department notification.** The permission form provides instructions on how to contact the Public Safety Communications Center (911 dispatcher) to inform the dispatcher about the outdoor fire.

If you need assistance, call the safety section at 571-423-2010 or
Fine Arts Office at 703-208-7717.