

1. CLASS TIMES

Please attend punctually.

2. CLOTHING AND PROTECTION

You are required to provide your own apron and keep it clean. We will not store aprons.

Closed toed shoes are required - open sandals and flip flops are not suitable in the studio.

3. CLEARING UP

Please start to clear away and **15 minutes** before the end of class. Your table can also be sanitised before and after use if you wish.

4. FOOD AND DRINK

Food and drink is **NOT** allowed in the studio.

5. STORAGE

There is no storage available for learners' personal tools and equipment.

6. COATS

Will need to be hung up or stored away in bags under the table so as not to cause a trip hazard.

7. PAYMENT SYSTEM

Paper and sketchbooks may be available to purchase and can be paid for at reception.

8. RESPECTFUL LANGUAGE AND BEHAVIOUR

To be used towards all members of Medway Adult Education Staff and learners

Please sign your acceptance of the studio terms of use:

Name.....

Signed.....