

## WELCOME TO THE HALIBURTON SCHOOL OF ART + DESIGN

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We're looking forward to having you with us in the inspirational Haliburton Highlands. The following details will assist you with your preparations.

### **Locations:**

All courses, unless otherwise specified, are held at the Haliburton Fleming College campus, located at 297 College Drive. Please refer to our online map of Haliburton village to assist you with travel.

### **Hours:**

Your classes will run from 9:00am to 4:30pm, Monday to Friday, unless otherwise specified, with an hour midday lunch break.

### **Food and Beverages:**

There is a small servery on campus open Monday to Friday, 8:30am to approximately 1:30pm. Additionally, there is a microwave and refrigerator available for your use.

### **Accommodation:**

Browse options at Places4Students – search “Fleming College – Haliburton” and then click Property Listings. Additional accommodation information is available through the Haliburton Highlands Tourism department which can also be reached at 1-800-461-7677. We recommend that you inquire about cancellation policies. In our experience, the hosts are very co-operative but it's best to clarify to avoid a situation where you lose your accommodation fees if we or you need to cancel your course (which we will notify you of 2 weeks prior).

### **Materials you need to bring:**

Where applicable, a list of materials necessary for your course is included in this document. Minimal materials are available for purchase on site (unlike previous years, we may NOT have an art supplier on site) – we suggest you bring everything with you. Please feel free to check the status of your course if you are concerned about investing in materials. There are some limited arts supplies available at local retail outlets.

### **Course Cancellations:**

All courses are subject to cancellation in the event of insufficient registration or public health directives. Should your course be cancelled due to insufficient registration, you will be notified 2 weeks in advance of course start by email and/or phone on file. Ensure that we have an alternate means of reaching you if you will not be at home. Assume that your course is running as scheduled unless you hear otherwise. You are eligible for a full refund of fees or the option of transferring to another course within the current HSAD schedule (pending space availability) if the college cancels a course.

**Refund Policy:**

- If You Cancel: All notifications of cancellation must be received in writing. If you cancel any time up to 14 days prior to course start, you will receive a full refund, less a \$25 administrative fee. If you cancel later than 14 days prior to course start, fees will not be refunded. This policy applies in all circumstances due to our commitment to students and instructors two weeks prior to course start. Should you be able to attend a different course within the current schedule/year we would be happy to attempt to accommodate you, pending space availability.
- Courses are non-transferable.
- Notification can be received by email at [askus@hsad.ca](mailto:askus@hsad.ca), or fax, (705) 457-2255.

Please don't hesitate to contact us if you have any questions or concerns. I'm confident your time with us will be inspiring, challenging, and rewarding.

Regards,

*Mackenzie Jenkins*

Mackenzie Jenkins  
Haliburton School of Art + Design  
839 - 297 College Dr.  
Haliburton, ON KOM 1S0  
Ph. 705-457-1680, Ext 4  
TF 1-866-353-6464, Ext 4  
F 705-457-2255  
[hsad.ca](http://hsad.ca)



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**(PLEASE SEE COURSE MATERIALS/INFORMATION PAGE BELOW)**

## MATERIAL LIST

### BLACKSMITHING – (ARTS0038\_44)

Instructor: Aimie Botelho

**Mandatory Studio Safety Practices apply – See below**  
**NO OPEN TOE OR HEEL SHOES IN THE STUDIO**

**This course requires a half mask particulate respirator during metal-finishing processes.**

This is **NOT** a dust or N95 mask but a respirator with cartridges. Respirators are available at most hardware stores & the campus bookstore, approx. \$40 plus tax.

**Legislation requires that anyone wearing a respirator must be fit tested. A fit test is a pass/fail method which measures a face-piece-to-face seal. More details for fit tests on site.**

**Note: Additional material fees will be charged for large or multiple projects.**

**Please bring** (*Please check the status of your course before purchasing materials*):

- Steel-toe safety boots are mandatory
- Safety glasses
- Leather or welder's apron
- Full leather work gloves, with no plastic areas
- Ear protection
- Long sleeve cotton shirt
- Long cotton pants
- Measuring tape
- Drawing tools/equipment – pen/pencil, sketch book
- A sharp utility knife or whittling knife



**Please be aware: Pacemakers are devices which are implanted in cardiac patients to ensure proper heart rhythm. Since these devices are electrical in operation, their ability to function can be affected by strong electromagnetic fields.**

**Electric arc welding and plasma cutting processes produce intense electric and magnetic (electromagnetic) fields. Persons with a pacemaker should not go near welding or cutting operations until they have consulted their doctor and obtained information from the manufacturer of the device.**

***Please Note: Food service is unavailable at this location, there is a microwave and refrigerator***

**AN ART SUPPLIER WILL NOT BE AT THE MAIN CAMPUS Mon & Wed, July & Aug**

Please ensure that you are aware of our refund policy as outlined in our brochure.

## MANDATORY STUDIO SAFETY PRACTICES

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Your health and safety is our priority. Our studio environments can have a number of objects, tools and chemicals that require personal protective equipment (PPE) or other consideration for your wellbeing. All persons (including faculty, staff and students) are asked to observe the following while in the shops and studios:

- **Wear sturdy and appropriate shoes such as sneakers, closed leather shoes or work boots – *open-toed shoes, flip-flops or high heels are not allowed***
- **No long, dangling clothing or accessories** (scarves, flowing sleeves, chains, long necklaces, etc.)
- **Long hair must be tied back**
- **No bare skin if exposure to chemical or tools/machinery is likely**
- **Appropriate PPE is mandatory when operating tools and equipment within the studios.**  
Please consult with the faculty or studio technician to determine the appropriate PPE required for specific machines and studio processes.

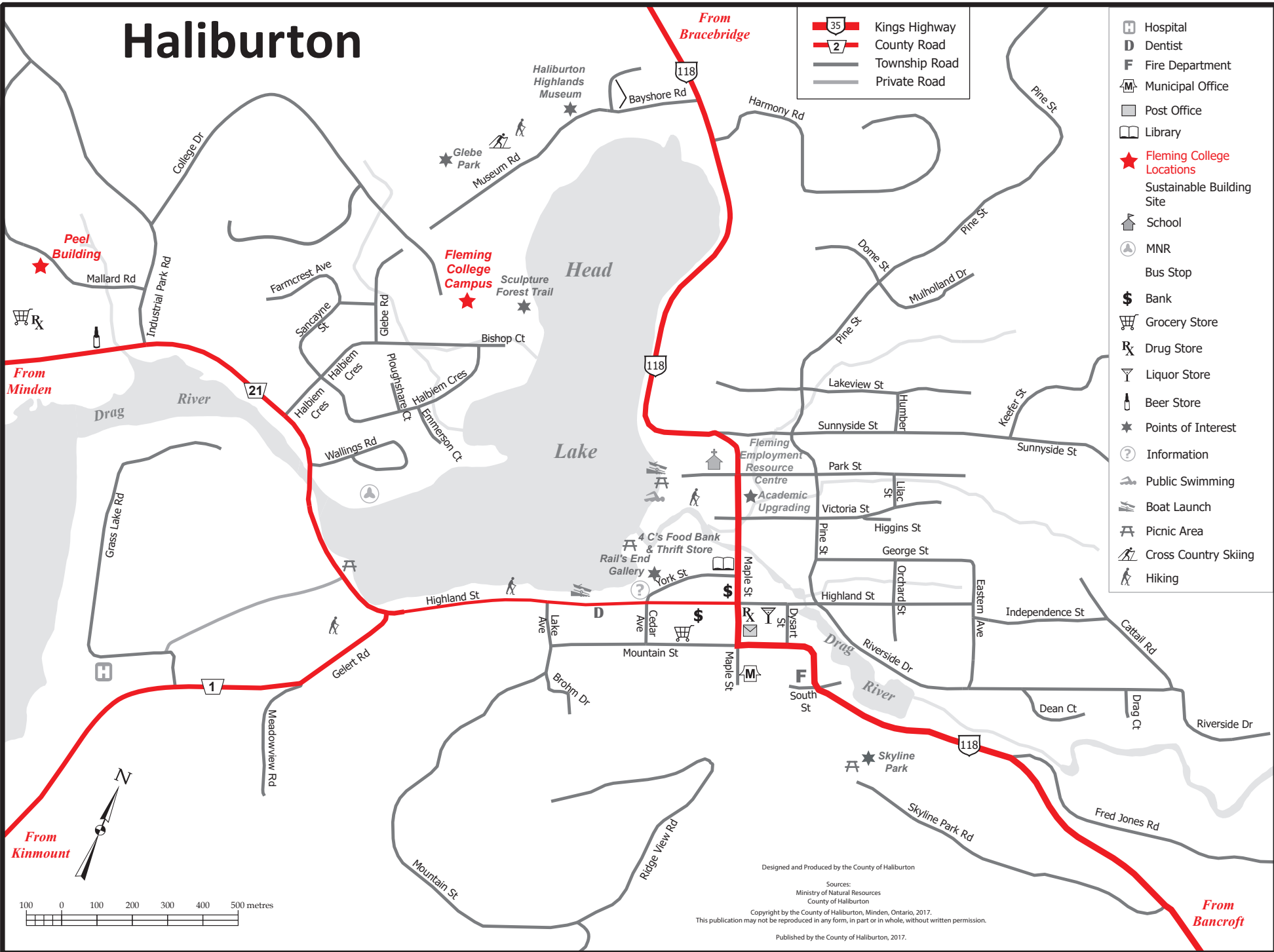
**Fit tests** are required for courses requiring a respirator as noted on your material list. Arrangements will be made on site.

As these are mandatory safety practices, we will follow up directly with students who may have overlooked the above. Individuals may be asked to address any concerns before continuing to work in the studio.

Be sure to buy appropriate, good quality safety articles and equipment i.e. safety boots, protective eyewear, hearing protection, work gloves, x-acto knives, etc. – ask your supplier for advice.

**Your cooperation is appreciated.**

# Haliburton



- Kings Highway
- County Road
- Township Road
- Private Road

- Hospital
- Dentist
- Fire Department
- Municipal Office
- Post Office
- Library
- Fleming College Locations
  - Sustainable Building Site
  - School
  - MNR
  - Bus Stop
  - Bank
  - Grocery Store
  - Drug Store
  - Liquor Store
  - Beer Store
  - Points of Interest
  - Information
  - Public Swimming
  - Boat Launch
  - Picnic Area
  - Cross Country Skiing
  - Hiking



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