

# Blacksmithing Basics 8-Week Course

## Policies & Procedures



### **ENROLLMENT, WITHDRAWAL & REFUNDS**

Enrollment is not complete until payment in full is received. Your space will not be held without payment. If a session does not reach minimum enrollment registration can be transferred to another session with available space or a full refund will be issued. No other refunds will be issued. If a participant is not able to attend for an extenuating reason, enrollment may be transferred to another program or participant. Refunds will be mailed to the address on file and may take up to three weeks to process.

Minimum enrollment for blacksmithing courses is 2. If minimum enrollment is not reached, you will be contacted no less than 48 hours prior to the start of the course. Maximum enrollment for each course is 4 participants.

### **INTRODUCTORY COURSE REQUIREMENTS**

Introductory courses have no skills or experience requirements, however students are expected to have a desire to learn and ability to demonstrate respect for the museum space, fellow participants, and instructor(s).

The minimum age for Blacksmithing Basics is 16. For participants under 18, a parent or guardian must attend the safety review portion of the first course and sign the Safety Waiver along with their student. The Museum does host specific workshops for those under 16 years of age. Please contact the Museum office if you are looking for courses for those under 16.

### **INCLEMENT WEATHER & OTHER CLOSINGS**

In the case of inclement weather or other event that results in the closure of the Museum or Blacksmith Shop, students will be notified via email and phone. A makeup date is prescheduled the week following the course in the event of a closing. If a student misses a class when the class meets as scheduled, no makeup option is available.

## **SAFETY**

Blacksmithing can be dangerous as you are working with fire, tools, heavy objects, and other potential hazards. While the first lesson is safety, we cannot fully control the actions of other students and for that reason we do require a Safety Waiver be signed at the time of enrollment (if under 18, must be signed by a parent/guardian and the student).

For students under 18 years of age, a parent/guardian will be required to be present for the Safety Orientation part of the first class. This portion lasts approximately 30 minutes.

A huge part of keeping yourself and others safe in the shop is communication and awareness. Some of the safety basics that will be reviewed in the shop are as follows:

- Maintain a clean work area. If you have a sketch of something on paper you'd like to create, it should not be left in an area where sparks could land on it.
- Put tools away when not in use. Leaving tools on the floor or around an anvil could lead to a tripping hazard for you or someone else – even more dangerous if the trip occurs while carrying hot steel!
- Resist the urge to catch a piece of work that may fall from the forge or anvil – let it fall!
- Be sure metal is cooled before touching it. When in doubt, use tongs.
- Forge welding and other techniques that create significant risk of sparks is not permitted in basic and introductory courses and workshops.

## **DRESS CODE**

Some safety items are required and must be provided by the students; others will be provided or can be substituted by the student as long as the same or higher safety standard is maintained. Those that are provided for the student are indicated below all others must be provided by the student.

### Requirements:

- Natural fiber clothing (no synthetics)
- Long pants that cover the tops of your shoes/boots
- Closed toe, heavy soled shoes (boots preferred)
- Eye protection (students are encouraged to bring their own for maximum comfort, however a selection is available to borrow while in class)
- Leather apron (provided for use while in class)
- Long hair must be pulled back
- No dangly earrings, necklaces, or other similar accessories

### Recommendations/ Optional Safety Considerations:

- Long sleeve shirt
- Work gloves - Most smiths recommend against forging with gloves on as it lets you develop bad habits in picking up hot steel, however if you have a specific need or concern, please speak to your instructor about wearing gloves.

- Ear protection – As we are not using modern machinery for our courses, the same level of noise is not present, however there is still risk to the ears through consistent hammering and ear protection is suggested. Students may bring their own or use disposable ear plugs available in the shop.

## **WHAT TO EXPECT**

**Class Will Start on Time** – Your time is valuable and we want to make sure you get the most out of your instruction time. Class will start promptly. You are welcome to arrive 15 minutes early to settle in for class. Please be mindful of everyone’s time and arrive promptly.

**Regular Discussion of Safety** - During your first class, you will learn about the basics of safety. While safety is discussed all throughout courses and workshops, time is dedicated at the start of the first class to review safety expectations and procedures. Suitable caution and modest protective clothing (described above), should be sufficient to avoid major injury.

**You Might Get Hot!** - You’re working by fire, and even in cooler weather, you might feel hot. You will sweat. It is important that you stay hydrated. Water is available and students are encouraged to bring their own water bottle.

**You will get dirty** – We use a coal forge, it’s dirty, dress accordingly. If you need to change before or after class, we have spaces available for that.

**Minor Injury or Soreness** - We're working with fire, you can get burned. If you haven’t swung a hammer much, your arm might feel sore after class or you might get a friction blister. Tools and iron stock can be sharp, you could get cut.

**Inclusive Instruction** – All students should feel welcome and included in class. Our instructors and teaching assistants strive to ensure all students have a positive, fun, safe, and educational experience.