



ABERYSTWYTH PRINTMAKERS COVID-19 STUDIO REGULATIONS

GENERAL REGULATIONS: USE OF THE PRINTMAKING STUDIO



Aberystwyth Printmakers at Brogerddan

The new studio layout includes:

- A Acid / Graining / Aquatint
- B Etching
- C Relief Printing
- D Lithography

Coronavirus: Social Distancing and Hygiene

Document Updates

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To enable members to begin using our new studio, a number of social distancing measures and added hygiene regulations have been implemented to ensure that the working environment is as safe as possible. It is a shared studio, and therefore a great deal of trust and individual responsibility is involved in meeting these requirements.

Please note that we also share the space with ARLUNWYR YR HEN GOLEG-OLD COLLEGE ARTISTS – 7 artists who occupy individual rooms around the main studio space.

We all have an individual responsibility to assess and manage the risks of COVID-19. Over the coming weeks as the new studio space is developed, AP will carry out official COVID-19 risk assessments for use of the space in line with HSE advice and will keep you posted on developing plans and regulations.

If you are experiencing any Coronavirus symptoms or you are living with someone who is self-isolating, under no circumstances should you visit the studio

Disclaimer: Anyone using the studio does so at their own risk



GENERAL REGULATIONS: SOCIAL DISTANCING AND HYGIENE

Planning Your Studio Visit

It is advised that you plan your studio visit in advance and that you use the time effectively.

- (i) **ARRIVAL:** that you arrive in time for the start of your pre-booked time slot
- (ii) **PURPOSE:** that you have a plan and what you want to do is achievable in the time available
- (iii) **MATERIALS:** that you have all materials, tools, and paper that you need with you
- (iv) **CLEANING:** you must allow up to 20 minutes to clear up and disinfect everything that you have used so that you can leave the studio ready for the next member to use (see additional guidance notes)
- (v) **PPE:** that you bring with you PPE including masks, gloves and sanitiser

SHARED FACILITIES Please remember that the studio is shared and therefore a great deal of trust and individual responsibility is involved in meeting these requirements

SYMPTOMS If you are experiencing any Coronavirus Symptoms or if you are sharing accommodation with anyone who is self-isolating or shielding – then you must under NO circumstances visit Aberystwyth Printmakers
Recognised symptoms include: Fever, Dry Cough, Aching Flu like Symptoms, Loss of sense of taste or Smell

PUBLIC TRANSPORT You are advised to NOT use public transport including taxis to access Aberystwyth Printmakers. If this is unavoidable then you must wear a facemask at all times and follow strict social distancing and hygiene rules when travelling

ARRIVAL Upon arrival at Aberystwyth Printmakers **USE YOUR OWN PEN** to sign in
TEST AND TRACE Use the sanitiser provided in the lobby to clean your hands

Please note that by Law, we are obliged to keep records of who is using the studio space including dates and times – so it most important that you sign in and sign out. If an outbreak of COVID-19 occurs, we can then use this information to determine who needs to be contacted

BOOKABLE TIME SLOTS Please use the online Booking system on our website to book time slots in advance. This we hope will ensure that social distancing can be maintained and that those members travelling from afar are not disadvantaged

ABSENCE If you are unable to attend a pre-booked time slot – please rebook or cancel

PRINTMAKING STUDIOS: SOCIAL DISTANCING AND HYGIENE

SOCIAL DISTANCING It is important to maintain a **2-Metre** distance from each other whilst working and moving around the studio space. Wherever possible please ensure that you work within the designated workstations as booked. (2 in Etching, 1 in Relief Printing, 1 in Lithography)

HAND WASHING Upon arrival and before leaving the studio you must immediately wash your hands using the hand cleaner provided.
Wash your hands thoroughly for at least 20 seconds and use the paper towels provided to dry them. Dispose in the paper bin
You should also be washing your hands at regular intervals throughout the session
Use hand sanitiser provided

COUGHS & SNEEZES If you cough or sneeze, cover your mouth with your hands – you must wash your hands directly afterwards. If wearing gloves – dispose of them at once.



PERSONAL PROTECTIVE EQUIPMENT

FACE MASKS	Please bring with you your own personal face masks – whether these be reusable or disposable masks. You are advised to bring more than one per session in case you need to replace it
FACE MASKS	These must be worn at ALL times when working in anywhere in the studio.
GLOVES	Vinyl gloves will be supplied for general workshop use – but you are also advised to bring your own supply as well
APRONS	Please ensure that you bring your own apron or shirt. This must be taken home at the end of every session and should be washed at 60° C Any aprons left in the studio will be binned
GOGGLES	All goggles must be individually owned – look after them – clean them daily and take home at the end of the session
VISORS	If you intend wearing a visor – you will need to supply this yourself - clean it daily and take home at the end of the session

GENERAL ROOM REGULATIONS

ACCESS	A maximum of 4 members per time slot
SHARED SPACES	Including the Kitchen and toilets: please maintain these spaces – keep them tidy and clean. Use the spray disinfectant to regularly clean / wipe down touch points such as door handles, loo handles, kitchen sinks, taps etc
WINDOWS	Ensure that at as many windows as possible are open during studio use If you are last out at the end of the day – you are responsible for closing all windows
GENERAL TIDYING	Please ensure that ALL studio spaces are kept clean and tidy – that all wastepaper is thrown away, rags are disposed of, equipment is cleaned and replaced Leave the studio as you would expect to find it for yourself
FOOD & DRINK	Absolutely NO food or drink may be consumed within the studio – this includes tea, coffee, water bottles and cans of soda.
ELECTRICAL ITEMS	Ensure that ALL electrical items such as hair driers, radios, lamps or fans are switched off, unplugged and that you wipe switches and plugs with a disinfectant rag
WATER TAPS	Ensure that ALL water taps are switched off – check to see if sinks are blocked
FLOORS	Please ensure that floors are kept clean – sweep and mop as required:
Relief Printing:	Sweep up any lino or wood shavings and throw into trash
Lithography:	Sweep and mop around the graining sink after stones have been grained
Acid and Aquatint:	Mop up any spills of Ferric Chloride and / or Copper Sulphate
PRINTS	Please place all prints in racks, or hang up on the ball racks, put in drawers or take them away



SPECIFIC CLEANING AND DISINFECTING REGIMES

ROLLERS / PALETTE KNIVES

Prior to use: you are advised to clean the handles of all rollers and palette knives using spray disinfectant and a clean rag. Rags should be thrown away immediately after use.

After use: rollers and knives should be cleaned in normal manner using either vegetable oil or white spirit to remove ink. Finally use disinfectant to clean handles and replace to the rack / holder

PRESS HANDLES

ALL press handles should be disinfected both before and after use

TINS OF INK

ALL tins or cartridges of ink should be disinfected both before and after use

SURFACES

ALL surfaces such as bench tops, inking slabs, press beds (including those on etching, lithography and relief printing presses) must be cleaned and disinfected before and after use

Wherever possible – get into the habit of cleaning: doorknobs, handles, light switches, taps and sinks, toilets, tables, desks, benches, countertops, staircase railings and bannisters, computer keyboards and mice, phones, iPads and tablets

ESTIMATED CORONA VIRUS SURVIVAL-TIMES FOR DIFFERENT SURFACES

Published by 'Healthline' from the New England Journal of Medicine and by The Lancet 29 April 2020

PLASTIC

3 – 7 days

Including: food packaging, water and milk bottles, credit cards, remote controls, Light switches, computer keyboards and mice, ATM buttons, toys

STAINLESS STEEL

3 – 7 days

Including: door handles, refrigerators, metal handrails, keys, cutlery, pots and pans, industrial equipment

COPPER

Up to 4 hours

Including: coins, cookware, jewellery, electrical wire

PAPER

Up to 4 days

Including: paper money, letters and stationery, magazines and newspapers, tissues, paper towels, toilet paper and kitchen roll

* Note the Lancet Study found that there was no viable virus on printing paper after 3 hours

GLASS

Up to 4 days

Including: windows, mirrors, drinkware, screens on TVs, Smartphones / iPads

CARDBOARD

24 hours

Including: packaging, food boxes etc

WOOD

Up to 2 days

Including: tabletops, furniture and seating

CLOTH

Up to 2 days

Including: clothing – if someone has coughed on you – you are advised to wash clothes immediately / regularly