Printmaking Workshop
Using the Workshop During Bookable Access

Due to social distancing and other actions put in place to keep us all safe, the workshop will be operating slightly differently to what you may be used to. Please do not pop down to the workshop for advice, in the first instance contact me through Teams - on the relevant tech support channel or by email: A.P.Reaney@soton.ac.uk. Only enter the workshop if you have booked a session; have a timetabled activity in the workshop; or have been instructed to do so by the technician.

At The Start Of Your Session
- Sanitise your hands before entering the workshop.
- Enter through the relevant door to the working area you have booked. See the diagram above.
- Keep your face covering in place until the technician says you may remove it.
- Enter the room responsibly, maintaining social distancing.
- Feel free to use the wipes provided to clean the surfaces and touch points in your work area before you begin.
- Wherever possible the equipment has been setup ready, before you arrive.
- This is an active workshop and there are no seats provided. If you require a seat due to health reasons please notify the technician.
- Any materials ordered from the stores should be in your work area along with a clean apron and disposable gloves.

During Your Session
- Wash your hands regularly.
- Gloves must be worn at all times while working in this workshop. Please ensure you are wearing clean gloves before using the presses; using the cutting table; or using the water bath.
- Discard gloves in the bin immediately after taking them off.
- Do not cross between the Press and Screenprint areas.
- The technician will remain at a 2m distance as much as possible. If you require him to look at something or come closer please step away if possible.
- The technician will wear a face shield and mask if he needs to approach you.
- Ensure you wear a face covering when entering common use areas e.g. drying rack, ink table, cutting table and sink area.
- Common use areas are limited to single occupancy. Please wait at a safe distance until the space is vacant.
- If you wish to take a break for fresh air, you may stand outside and remove your mask. Please put your mask on before re-entering and wash your hands.

At The End Of Your Session
- Clean all tools and ink slabs as per the clean up cheatsheet, before finally wiping down with the provided wipes.
- Wipe down all handles and touch points of the press or screen bed you have been using.
- Dispose of all waste in the provided bins.
- Place your used apron in the Laundry bin.
- Wash your hands thoroughly.
- Exit via the Fire Exit.