

## Kiln Diagnosis and Repair

BPS Facilities has a dedicated Kiln Repair Team of technicians to help keep our equipment operating and running smoothly. If you need assistance, please follow the following procedures.

1. Contact Visual Art Content Specialist:  
Annamarie Zink  
[zink.annamarie@brevardschools.org](mailto:zink.annamarie@brevardschools.org)  
ESF office 321.633.1000 x 11361  
Google Voice 321.428.0453
2. I will then contact Facilities
3. Facilities will contact the Kiln Repair Team for scheduling
4. Team visits your school and diagnoses the kiln and will discuss the diagnosis with you, or your administrator, provide a part list and email me with the details.
5. Your school will order the parts and purchase them through your bookkeeper.
6. Once the parts have arrived, you will need to contact me to set up the installation.
7. I will contact the Kiln Team to schedule the install.
8. The Kiln Team will visit your school and repair or replace and bill your school for their labor.

This procedure is requested by Facilities to streamline the repair process.