

NEW STUDENT HANDBOOK:

What to expect on your first day at Toronto School of Art

Welcome to Toronto School of Art!

If you are a new student, thank you for joining us!

If you haven't been to the TSA for a while, welcome back!

We're Here!

Toronto School of Art is in our new permanent home at **24 Ryerson Avenue** (one block north of Queen / one block east of Bathurst) since January of 2019. It is a lovely, renovated four-floor heritage building, including a lower level. We have a total of four multi-use studios, a ceramics studio and a digital lab. All of our in-studio courses are taught from this building (excluding specific workshops and field trips).

Accessibility

Toronto School of Art is located on the first, second and third floors of 24 Ryerson Avenue.

TSA's Accessible features include: Demarcated accessible parking (1); Accessible ramp on north-side of the building for access onto the main floor; Automatic door openers at main entrance; Low counter on the South-side of the front desk; Elevator on the main floor with access to the upper levels; and barrier-free, gender-neutral washrooms on each floor.

Getting to TSA

You can walk, take the TTC or drive to the TSA.

TSA has a **parking lot** attached to the building with 13 spaces (one accessible space). We charge \$7 for each daytime (AM & PM) session and \$6 for the evening session to park. Parking is available on a first come/first served basis. If you decide to park in the TSA parking lot, please back in (all the way) and then come to the Front Desk to pay for parking. Otherwise you can access city parking close by.

There are **two bike rings** in front of the parking lot and **two** in front of the Ryerson Avenue doors. Our building is also accessible with stairs and a ramp to the main entrance (North side of the building).

What to Bring to your First Class

Most of TSA's courses have a 'Required Supplies' section found at the bottom of the course description on the TSA website. This information will either be listed in the course description itself or, there will be a link to the list of materials you should bring to class. Many of our materials lists use an * to indicate which materials you should bring on the first day of classes. For all courses, please be ready to participate in your first class and in most cases, instructors will discuss materials required in depth on the first day of class.

What to Expect in your First Class

It is expected that you will arrive for all classes promptly on time (even a little early, so that you can set up). This is so as not to disturb the class and miss any important information. We ask that your cell phone be turned to silent and the use of any camera in the studio is prohibited, unless you are given permission by the instructor.

Once you arrive in your studio for your class, your instructor will take attendance, provide an orientation about TSA and the class, and discuss specifics about the course you will be taking. At this time, you'll get to know your instructor and some of your classmates. This is an opportunity to ask any questions about materials, approach etc. Most classes will have a scheduled break halfway through the session. This is the best time to have a snack, catch up on email/texting, and have a cup of tea or coffee (available at Front Desk and in our kitchen: Nespresso (\$2), tea bags, milk & cream. Every class is different and each instructor has a different focus and methodology, however, most classes will begin on studio work in the first class.

TSA CODE OF CONDUCT

TSA has a CODE OF CONDUCT for students, faculty, staff and models - based on mutual respect for one another.

SCENT AWARENESS POLICY

In consideration of those who may suffer from chemical sensitivities, medical reactions and serious allergies, we kindly request you limit the use of products containing scents and strong fragrances such as: essential oils, perfumes as well as, scented hairsprays, deodorants, laundry soaps and softeners, and lotions while visiting Toronto School of Art. Thank you for your cooperation.

Working with Models

All of our life drawing, painting and sculpture classes employ models (nude or clothed). Some of our other painting and drawing courses also include models (a model fee will be included in the tuition). In order to make everyone comfortable and to ensure a professional environment, we have a CODE OF CONDUCT with MODELS.

Please review our CODE of CONDUCT document [HERE](#).

For our **ONLINE students**, you will receive your ZOOM information for your class when you register for the course in your **confirmation (of registration) letter**.

Note that we do not send out reminders for commencing classes, so please keep track of the course dates.

Please look at our Terms and Conditions for information about refunds, course switches etc. [HERE](#).

Here are a few more things you may want to know about TSA as a new student:

- Student cards are available and provide a discount on art supplies at several major art supply retailers. If you would like a student card, please ask the Front Desk.
- We have an impressive library of art books, which can be used only while at TSA. The library is on the first floor lounge area across from the kitchenette. Note that it is presently under reorganization.
- You can rent a locker at TSA during the term (\$15 half/ \$30 full). More information about this can be found in your confirmation letter after registering for your course.
- We have a Nespresso coffee machine. You can bring your own pod or buy a pod from our Front Desk for \$2.
- Filtered water is available on each floor.

- We have a small pop-up shop in our office area for when you need various types of art materials. Ceramic students can buy the basic tool set from the office and both ceramic and figure sculpture students can purchase additional clay if needed.
- Registered students are welcome to participate in our “Open Studio” program. For a nominal fee, TSA students can use our studios to paint, draw and sculpt when they are not in use. Please ask at the Front Desk for more Open Studio information (note: that open studio is not available for ceramic students at this time).

Our Front Desk staff are very knowledgeable about our courses and instructors. If you have any questions, please feel free to reach out to them.

We hope that you will enjoy your course(s) at Toronto School of Art. Once you’ve taken your first class, we think you'll want to come back to do more. From introductory classes to advanced level courses, the TSA offers many opportunities in a variety of disciplines. These include:

Life Drawing
 Figure Sculpture
 Figure and Portrait Painting
 Acrylic, Oil & Watercolour Painting Techniques
 Abstract Painting
 Collage Explorations
 Sculpture Exploration
 Experimental Drawing
 Mixed Media and Multiples
 Journaling and Collage
 Ceramics/Pottery
 Ceramic sculpture and handbuilding
 Printmaking
 Professional Development and mentoring
 Portfolio Development
 Composition and much more!

If you have any questions,
 please give us a call at 416 504 7910
 or email us at info@tsa-art.com.
 We look forward to meeting you!