

Safety Practices for Kiln Rooms

Kiln Rooms must always be set up as a safe environment.

Proper Set Up and Usage:

- Kiln room specifications have been provided to contractors and district employees so that the kiln rooms are created with standards.
- Kiln rooms are large enough to handle the heat created by the kiln. 100 square feet for elementary schools with one kiln. 115-125 for middle schools with one kiln. 200-275 for high schools and senior high schools with 2-3 kilns. Kilns reach approximately 2000° F.
- 42” door is provided so kiln can be installed without having to be disassembled and reassembled in the kiln room.
- Kilns are placed in the kiln room in a safe location according to the kiln room specifications. Back of kiln is a minimum of 18 inches from the wall. Front of the kiln has a 3 foot clear passage way.
- Kiln stand is placed on a level surface that will not be damaged by heat. Cement floor is recommended.
- Metal shelves are provided for clay projects, kiln furniture, clay and glazes. Only high schools and senior high schools with larger kiln rooms are to have cabinets installed. All shelves and cabinets are to be a minimum of 18 inches from the kiln.
- Kiln room is a well ventilated room with a general air exchange and a vent for the kiln.
- Vent for kiln is to be a downdraft or an updraft vent that is strong enough to remove the fumes; 500 CFM. Updraft vent hood is to be lowered to no lower than 2-4 inches above the kiln lid and the vent hood diameter should be larger than the kiln diameter so fumes from the kiln can be caught by the hood. The hood must be installed to fit directly over the center of the kiln lid.
- Outlet is installed for the vent. Wall switch is used to turn on vent.
- Cord for the vent and the ductwork for the vent is not to rest on the kiln hood when the hood is lowered to avoid melting the cord.
- Kiln is hardwired to a disconnect box that is located for easy access in case of an emergency. Electrical storms can activate a kiln if it is not turned off with a disconnect box.
- Sprinklers are installed in kiln room.
- Light is installed in kiln room with wall switch near the door.
- Kiln room has a sign designating it as the kiln room.

Best District Practices:

- Yearly the art teachers receive safety training with a safety manual on kiln rooms and proper usage of the kiln rooms.
- Disconnect box is in the off position except when the kiln is firing.
- Kiln lid is closed during firing and when kiln is not in use.
- Kiln rooms are used only as a kiln room.

- Only kiln related items such as parts of the kiln, clay, clay projects, and glazes are stored in the kiln room. Refer to safety manual for particulars on clay production items allowed in the kiln room.
- There is always a 3 foot clear passage way to the kiln room and kiln.
- Area around kiln is free from clutter at all times.
- Unsupervised students are kept away from the kiln room.
- No combustible items are placed in the kiln room.

Unsafe Practices:

- Items are placed in the kiln rooms or path to the kiln room such as desks, chairs, cleaning products, paper products, and other items. This in particular happens over the summer, at the end of the school year, and at the beginning of the school year.
- Kilns moved during a cleaning process.
- Kilns damaged from items placed in, on, or against the kiln.
- Kiln used as a work table.
- Kiln room used as a storage area.
- No sign is posted for kiln room.
- Kiln vents turned off before cool down process is complete. After firing it takes 24 hours minimum to cool a kiln.
- Kiln is fired above 500°F when art teacher is not in building.
- Disconnect boxes have been left in on position.