



Updated July, 2020

24 RYERSON AVENUE  
TORONTO, ON, M5T 2P3  
416-504-7910 | [info@tsa-art.com](mailto:info@tsa-art.com)  
[www.tsa-art.com](http://www.tsa-art.com)

## STUDENT INFORMATION PACKET

The Toronto School of Art fosters the inherent capabilities of its students through an education model that revolves around artists teaching artists to help them make their mark.

### WHAT WE'RE ABOUT

Over the past 40 years, the Toronto School of Art (TSA) has established itself as one of the most distinguished alternative arts schools in the city. While our history alone sets us apart, it's our ideology that truly defines us. We believe in taking an organic approach to the arts. This translates into a hands-on education model that focuses on studio-based learning. We offer students the opportunity to work with practicing artists in a close, one-on-one environment. What this entails is a rigorous study of the arts through a challenging, tactile application of every skill set learned.

TSA believes the arts should be accessible to all levels of experience. Whether you're a working professional or just starting out, TSA offers programs that address all levels of expertise. The only thing our students need to get started is a passion for their craft. Once they have that, our mentors are there to further refine, hone and cultivate their skills. It's this process of artists mentoring other artists that enables our students to truly find their voice and leave their mark on the world.

### INCLUSION POLICY

The Values Committee is committed to developing principles ensuring diversity and equity practices at the Toronto School of Art. A mandate of the committee is to design policies that better reflect the demographics of the community it serves and to recommend programs and services that better serve the needs of diverse groups. Another mandate is to increase access to and opportunities at the Toronto School of Art for those belonging to groups historically excluded from power or denied rights enjoyed by others. Among those who face such discrimination are members of ethnic, racial, linguistic and religious minorities, Aboriginal

people, people with disabilities, women, gay, lesbian, bisexual, transgender, seniors and, in some cases, youth, and people marginalized by poverty.

TSA has a permanent home at 24 Ryerson Avenue (just north of Theatre Passe Muraille) in the Queen and Bathurst Street area. It's a four-storey heritage building, built in the early 1900s, with approximately 12,500 square feet of interior space.

TSA is fully accessible with a designated parking spot. [ACCESSIBILITY NOTICE](#)

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## **MATERIALS & SUPPLIES**

Any material fees are paid with tuition at the time of registration and are for art materials provided by the instructor. The Materials List indicates materials students are to provide themselves. Material fees also include a model fee in some classes.

### **What to bring:**

- Designated studio clothing or apron to work with messy materials
- Water bottle (filtered water is available on each floor by the elevator)
- Field Trips: good walking shoes, appropriate clothing dependent upon the weather

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## **FEES AND COSTS**

The cost of attending TSA's online courses depends largely on the course(s) a student is enrolled in. In addition to tuition, a model fee may be charged for an individual course plus the non-refundable \$20 registration fee. TSA must receive payment in full in order to secure a spot in a class.

### **Tuition**

#### **SUMMER:**

- 3-Day Intensive: \$140
- 4-Day Intensive: \$185
- 5-Day Intensive: \$215
- 4-Week classes: \$185
- 6-Week classes: \$250

### **Other Fees**

- NSF/Returned Cheque Fees: \$20

### **Receipts**

Tuition receipts are issued to students electronically via [tsa-art.com](http://tsa-art.com) online registration system.

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## **ATTENDANCE**

We take daily attendance. If you are absent, instructors are not responsible for material or instruction you may miss. If your child will be absent, please inform the office and the instructor will be notified. If we do not hear from you, we will notify you regarding the absence.

## **PHOTO DOCUMENTATION**

Studio activities and students' work may be photographed for educational and/or promotional purposes. If you would not like your work photographed, please make our office/your instructor aware.

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## **LOCKERS AND STORAGE SPACE**

TSA has a number of lockers available for student use. Full size lockers cost \$30 per term; half-lockers are \$15 per term. Only students who are registered for a class in the current term may rent a locker. Students must use the lock provided by TSA.

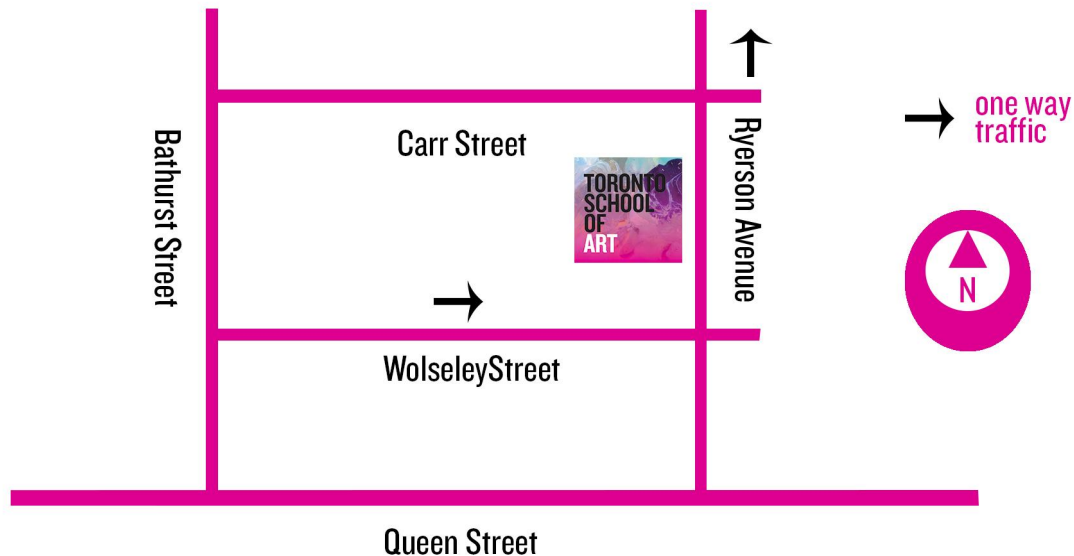
Students are responsible for clearing the contents of their lockers at the end of each term. Materials left in lockers past 'make up' week of each term will be cleared by TSA staff to be made ready for further rental. If contents are not removed, we will contact you via email and/or phone to let you know we are holding your locker contents. Students must be responsible for informing TSA by email if they can not pick up the contents of their lockers for any reason (illness, travel etc). In this case we will hold your contents in a labelled bag. Otherwise, locker contents will be held for no more than 30 days. We will disperse any contents left after 30 days deemed useful to TSA's art supplies and/or our students.

Students may store their artwork in the racks and shelves provided in the studios and painting storage room. TSA is not responsible for loss or damage that may occur to student work and will discard any artwork that has not been removed from the studios seven days after the end of the term. TSA cannot be responsible for artwork not claimed due to space limitations.

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## PARKING & TRANSPORTATION



(One block North of Queen & one block East of Bathurst).

[Click here](#) for the Google Map.

### **By TTC (recommended)**

From Osgoode Station: Take the **501 Queen Streetcar** West to Bathurst Street. Walk east on Queen Street to Ryerson Avenue. Walk north on Ryerson Avenue (more than 1 block), the building is on the left (next to Theatre Passe Muraille).

From Bathurst Station: Take the **511 Bathurst Streetcar** South to Queen Street. Walk east on Queen Street to Ryerson Avenue. Walk north on Ryerson Avenue (more than 1 block), the building is on the left (next to Theatre Passe Muraille).

**Parking - onsite and street parking is limited in the area.**

Advisable alternatives:

#### **Green P - Carpark 106 (15 Denison Ave)**

*\$2.00/half hour (day hours: 7am – 6pm) NO day MAXIMUM*

*Night Maximum (6pm – 7am):\$8.00*

#### **Loblaw's/Winners Parking (RioCan)**

*Day Maximum (6am – 6pm):\$12.00*

*Night Maximum (6pm – 6am):\$6.00*

#### **Limited student on site parking at TSA is available:**

Student parking is along the north side of the parking lot only. Employee parking behind the school on the west side.

*\$8 per 4 hr session (9:30am-1:30pm & 1:30-5:30pm).*

*Day Rate (9:30am-5:30pm): \$14.00*

Evening Rate (5:30-10pm): \$7.00

Further Information: [TSA Parking](#)

If you have any questions, please let us know. (We don't have plans to issue weekly or monthly passes as all parking is on a first come, first served basis.)

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## 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, hairsprays, deodorants, laundry soaps and softeners, and lotions while visiting Toronto School of Art. Thank you for your cooperation.

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## HEALTH & SAFETY PRACTICES IN THE STUDIO

Toronto School of Art will make every effort to provide a safe, healthy work environment. The safety of all members and visitors is a priority at TSA. Every employee must protect their own health and safety by working in compliance with the law and with safe work practices and procedures established by the employer. **TSA does not permit the use of spray paint, spray fixatives, aerosols, turpentine, damar varnish, talatine, liquin, copal painting medium, grumtine, varsol, citrus solvents, or solvents other than odourless mineral spirits.**

We encourage students to use non-toxic products and/or materials in their studio practice. Instructors are responsible for teaching and informing students of safe studio practices, which can be practiced at home. All persons using the TSA facilities are expected to abide by these guidelines.

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## TORONTO SCHOOL OF ART CODE OF CONDUCT | Youth Programming

*Toronto School of Art believes each person deserves the opportunity to learn and work in a positive environment.*

In addition to our *Code of Conduct* below, we recognize and enforce **Bullying Prevention** to the best of our abilities, and encourage our Youth program attendees to spend time discussing what *bullying* means and how to be a good ally during their time at the Toronto School of Art.

The TSA believes each person deserves the opportunity to learn and work in a positive environment. Small classes, approachable faculty and staff, proper safety precautions, and a wholehearted commitment to quality education are the hallmarks of this school. Every person has the opportunity and responsibility to create a respectful, safe school. Failure to act in a manner that acknowledges the rights and the dignity of each individual in the school community may result in sanctions, expulsion (without refund), or dismissal.

AT TSA, EACH PERSON HAS A RIGHT TO EXPECT A SCHOOL ENVIRONMENT FREE FROM

- HARASSMENT including sexual, racial, and disability harassment.
- VERBAL ABUSE including insults, threats to person or property, foul language, shouting, derogatory or discriminatory remarks.
- PHYSICAL ABUSE whether real, threatened, or implied by word or behavior.
- UNSAFE BEHAVIOUR that may result in injury to a person(s) or damage to the facilities.
- INTOXICATION of any sort by any person attending, teaching, or visiting the school.

AT TSA, EACH PERSON HAS A RIGHT TO EXPECT

- Classes to begin and end at the posted or agreed upon time.
- Classes to be free from disruption including latecomers and cell phones.
- An environment that allows faculty and students to focus on the work of the class.
- Criticism of work to be delivered in the spirit of productive, positive, useful feedback.
- Prompt and courteous responses to concerns and complaints with action taken when necessary.
- Acceptance of the diversity of opinions, appearance, work, and values within the school.

AT TSA, EACH PERSON HAS A RESPONSIBILITY TO

- Behave at all times in a respectful and courteous manner towards others.
- Come to class on time, prepared to work, and allow others to work.
- Clean up their own materials and share in cleaning the studios after use.
- Participate in keeping the school a safe environment by locking doors, reporting hazards, and looking out for others.
- Inform faculty, staff, or the Board promptly of any concerns or issues.
- Toronto School of Art is a signatory to the City of Toronto Non-Discrimination Policy. TSA reserves the right to process complaints and redress internally in accordance with its policies or refer matters to the appropriate body, commission, or court.

## **CODE OF CONDUCT FOR CLASSES WITH MODELS**

- You can expect that your model is an experienced professional here to help you. Getting to know their name at the beginning and thanking them for their hard work at the end of class will help build a positive relationship.
- If you are uncomfortable with unclothed or clothed models, please discuss this with your instructor - if possible **beforehand**.
- Address any problems you may have with model moving, the pose, etc. **to the instructor**, not the model.

- Under **no circumstances** should any student touch the model, make comments or exhibit behaviour that could be considered as inappropriate or sexual harassment. Ask permission to readjust any element such as pose, drapery, or props.
- If you feel a need to tell models that you like their work, tell them by making a comment about the poses, e.g. “Great gestures”. **Do not comment on their bodies.** TSA will not tolerate an atmosphere in which objectification and sexualization become factors. Remember, the nature of their work is their poses, not their bodies.
- Models and students alike who are uncomfortable with any inappropriate behaviours on the part of any person in the studio should see the instructor. It is their job to mediate any questionable situation. In *Open Life Drawing drop in sessions (without Instruction)*, please help the model, monitor, and fellow participants create a professional environment by following the guidelines set out by this sheet.
- No walking on the model stand. It needs to be kept as clean as possible.
- Talking, cell phones, and especially whispering are highly distracting and insulting to a model who is posing for you and needs to concentrate.
- Photography via camera or cell phone for any reason is strictly prohibited in the studio unless otherwise properly facilitated by the instructor with the model’s consent. The intent (ie. student reference material, documentation, promotion) for photography should be clearly discussed with all parties and agreed upon.
- Do not leave the studio while a model is posing as scraping furniture and clanging doors are also distracting. Models take frequent breaks, so try to anticipate. If leaving is unavoidable, close the door quietly behind you to minimize noise.
- Any student unable to comply with these requests will be asked to leave for the duration of the class.

*Toronto School of Art has a Sexual Harassment Policy, a copy of which is available in the office. Complaints of sexual harassment are taken seriously and if necessary a formal complaint will be laid.*

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## **OFFICE HOURS**

Due to COVID Restrictions, our office hours are:

Tuesday, 9 - 5 p.m.

Contact: 416.504.7910 | [info@tsa-art.com](mailto:info@tsa-art.com) | 24 RYERSON AVENUE TORONTO, ON, M5T 2P3

Please note: The school does NOT have classes on Public Holidays.

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## **TSA STAFF:**

**Felice Fleisher**, General Director

**Gabrielle Trach**, Office Manager

**Morgonn Ewen**, Student and Events Coordinator

**Carmina Miana**, Social Media Coordinator

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## **ART SUPPLY STORES**

The following stores are our suggestions, and offer discounts to TSA Students. Please present your student card or email registration confirmation page at time of purchase.

Students will receive a student card on the first day of class.

Note that the store information, hours etc. may have changed, please confirm directly with the store.

### **Aboveground Art Supplies**

Toronto - Downtown (OCADU/AGO) | 74 McCaul Street | Toronto M5T 3K2

Mon - Fri 8:30am - 7:30pm | Sat 10am - 6pm | Sun 12 - 5pm

tel: 416.591.1601

Toronto - West (The Junction) | 2868 Dundas St. W | Toronto M6P 1Y9

Mon - Fri 10am - 7pm | Sat 10am - 6pm | Sun 12 - 5pm

tel: 647.726.6738

Toronto - East (The Beaches) | 1842 Queen St. E | Toronto M4L 1G8

Mon - Fri 10am - 7pm | Sat 10am - 6pm | Sun 12 - 5pm

tel: 416.694.0440

### **Articulations**

The Junction | 2928 Dundas St W. | Toronto, ON | M6P 1Y8

Mon-Fri: 11am - 6pm | Saturday: 11am - 5pm | Sunday: 12 - 5pm

tel: 416.901.7464

### **Curry's Art Store**

Mon - Fri 9am – 8pm | Sat 9am - 6pm | Sun 12 - 6pm

283 Dundas Street West | Toronto M5T 1G1

tel: 416-585-9292 | toll free: 866.883.9292

1153 Queen Street West | Toronto M6J 1J4

tel: 416.536.7878 | toll free: 800.490.3567

### **Toose Art & Graphic Supplies**



229 College Street | Toronto M5T 1R4  
Mon - Fri 9am – 6.30pm | Sat 10am - 5pm  
tel: 416 348 0793 | fax: 416.348.8804

**Gwartzmans Art Supplies**

448 Spadina Avenue | Toronto M5T 2G8  
Mon - Fri 9am – 6.30pm | Sat 9am - 6pm | Sun 12 - 4pm  
tel: 416.922.5429

**Midoco Art & Office Supplies**

555 Bloor Street West (The Annex) | Toronto M5S 1Y6  
Mon - Fri 9am – 9.30pm | Sat 10am - 8pm | Sun 10 - 7pm  
tel: 416.588.7718 | fax: 416.588.9253

1964 Queen Street East (The Beaches) | Toronto M4L 1H8  
Mon - Fri 10am – 9pm | Sat 10am - 8pm | Sun 11 – 7pm  
tel: 416.691.5676 | [service@midoco.ca](mailto:service@midoco.ca)