



Incursions

Terms and Conditions

Duty of Care

While Scitech presenters will run the Program with the students, duty of care remains the responsibility of school staff.

Working with Children Check

All staff at Scitech who work directly with children have a current 'Working with Children' check and a Police Clearance is a condition of employment. Scitech staff are well trained and experienced science communicators. Most of them hold or are studying degrees in science, education or both.

Staff are required to present their working with children checks at your request.

Set up and Pack down

Scitech will provide at least two presenters for the program. Unless stated otherwise in your confirmation letter, they will arrive approximately 60 minutes before the program is due to begin with all required equipment. Please arrange for someone to meet them and show them to the demonstration area(s).

Scitech will be responsible for the staffing, installation, pack up and dismantle of the exhibits. It is beneficial for us to get our vehicle as close as possible to the set-up location. Please ensure there is adequate parking available.

During the setup of the show(s) and workshop(s), all students are required to be in a different location, e.g. outside or in a nearby room.

Location

Please note that all our programs require an undercover or indoor, ground-floor area and must be large enough to accommodate the participating students, and a presenting space for our staff.

To comply with Workplace Health and Safety regulations presenters have the right to ask for alternative locations or refuse a program if your venue does not fulfil our requirements.

Perimeter fencing is required if we will be setting up in a public area such as a shopping centre.

Special Needs and Allergies

It is the responsibility of the School/Event Coordinator to advise Scitech if any students have any special needs or allergies.

Capacity and Program Limitations

To comply with Workplace Health and Safety regulations there is a strict maximum number of students per session.

Booking Changes

All changes to your booking must be managed through the bookings team via bookings@scitech.org.au or (08) 9215 0740.

Filming

Scitech may request to film the show for training purposes and internal use only. Please advise if there are any students who cannot be filmed.

Leaving Gear Overnight

For multi day bookings, Scitech may request to leave equipment in a locked secure location at your venue.

Publicity Material

Scitech may provide you with Scitech's logo should you wish to promote Scitech's participation at your event. All uses of the Scitech logo must first be sent through to Scitech via Bookings for approval.

Payment and Refunds

The cost for your program is dependent on the number of children attending. Numbers are counted on the day and an invoice for this amount will be sent separately after the program. For STEM Club we invoice the school shortly after the first workshop.

Pre-paid bookings will not be refunded. Scitech will not be able to refund you if there are non-attendees.

Good to Know

Bookings

Please confirm your school timetable ie school and recess start and finish times as well as your preferred dates (up to 3), the number of students and year groups visiting, any special needs and your preferred program/ s.

Pricing

Most of our programs are available at a per student rate, though this is dependent on the program selected and the number of students who will be participating on the day. If you are unable to meet our minimum number requirement your school will be charged a flat rate for the program. See the pricing sheet for the cost of our programs.



Enquiries and bookings

bookings@scitech.org.au
Or call 9215 0740

