

Attention: KidsSTOP™

Tel: 6425 2500/ 6425 0270

Fax 6565 9533

Email: Kidsstop@science.edu.sg



STEAM Playshop – Outreach Programme Booking Form

Name of School			
Contact Person		Contact no.	
Email			
Address of School		S ()
Do any of your students require special attention? If yes, please specify:			
Mode of Payment	<input type="checkbox"/> Cheque <input type="checkbox"/> Request for Billing Invoice (Only applicable for Public Schools)		
Billing details	Name of school (as per reflected on bill payment):		
	Name of person to address to:		

Details of Workshop

Day & Date of visit (2 days)		Time of visit <input type="checkbox"/> 9am – 1pm <input type="checkbox"/> Others: _____ (to be discussed in agreement with KidsSTOP™)
Number of students (min.: 12)	K1 _____ K2 _____ Total:	KidsSTOP™ requires 30 minutes for set-up. This will be for both days of the programme.

Workshop Title

	Title	Theme	Synopsis	Please tick
Title	Light up the Village!	Electricity	Due to a power outage and the lack of resources to rebuild the facilities, the KidsSTOP™ Village has been living in darkness. Join us this holiday to explore the use of Light-Emitting Diode (LED), Electroluminescent Light (EL Light) and other tech tools to help light up the village and let it beam with life again!	

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Important notes

- Cost of 2 half-day workshop is \$200/student and inclusive of GST.
- The KidsSTOP™ crew will require a minimum of 30 minutes to set-up and tear down the workshop space. Kindly keep the workshop space free from items upon crew's arrival.
- Schools are encouraged to prepare for activity tables and chairs for the segment of hands-on activity.
- Please submit the booking form with all fields filled to KidsSTOP™ at least 4 weeks before the date of visit.
- A booking is only confirmed if you receive a confirmation email from us.
- An invoice will be mailed to your school after the completion of the programme.
- The invoice comes with a 30-day payment term. Kindly ensure that payment is made punctually.
- If you do not receive a confirmation within 5 business working days, please email us at Regina_NG@science.edu.sg
- All bookings are made on first-come-first-served basis.
- Other suggested dates/ timing of workshop will be considered and will only be confirmed when if you receive a confirmation email.
- The dates will be released to other schools if we do not receive your booking from 3 days after a tentative booking is made.
- Membership cards are invalid for any Outreach Programmes.

Terms and Conditions

Waive of Liability

- Students must be accompanied by teachers at all times (recommended ratio of 1 teacher to 10 students), during the entire duration of the workshop and hands-on activity. They should also ensure that students display appropriate conduct.
- KidsSTOP™ and Science Centre shall not be responsible or liable in any way for any loss, injury, mishap (including personal injury) of any student and/or teacher.

Cancellation/ No-show

- Cancellations made at least 10 working days in advance (by 5:30pm): No penalty charge.
- Cancellations made within 10 working days or no show: \$200 penalty.
- Should KidsSTOP™ initiate cancellation of booking due to unforeseen circumstances, we shall endeavour to inform the school at least 10 days prior to the date of visit.
- Subsequent re-scheduling will be charged at 50% of the total cost per request.

Group Size

- The capacity of each session is capped at maximum 20 students to optimize learning and ensure that each student enjoys a fulfilling and enriching experience.

By signing this booking form, I confirm that I have read the important notes, accept and agree to all terms and conditions stated above.

Name: _____

Signature: _____

Date: _____

School Stamp: _____

For official use only

Approving officer: _____

Date: _____

Reservation code: _____