

Attention: KidsSTOP™
 Tel: 6425 2500 / 6425 0272
 Fax: 6565 9533
 Email: kidsstop_prog@science.edu.sg



School Booking Form

Name of School			
Contact Person		Contact No.	
Email			
Address		Singapore ()	
<p>Do any of your students require special attention? If yes, please indicate the number of students:</p> <p>ADHD _____ Autism Spectrum Disorder _____ Learning Disabilities _____ Down Syndrome _____ Temper Tantrum _____</p> <p>Others: _____ (Please specify and indicate the number of students)</p>			
Mode of Payment	<input type="checkbox"/> Cash/ NETs/ Credit Card / Cheque <input type="checkbox"/> Invoice (Only applicable for public school)		

*Note: For catering of kids' meal, please contact Kids Café at 6777 8888 / 1989 for more information.

KidsSTOP™ Free Play!

Time:	<input type="checkbox"/> 9.30am - 11.30am <input type="checkbox"/> 11.30am - 1.30pm <input type="checkbox"/> 2pm - 4pm					
Date of visit:						
Admission Fee (Min. 20 students)	Category	Quantity		Price		Subtotal
	Students	<input type="text"/>	x	\$2.00	=	<input type="text"/>
	Teachers	<input type="text"/>	x	\$2.00	=	<input type="text"/>
	Parents / Guardians	<input type="text"/>	x	\$2.00	=	<input type="text"/>

KidsSTOP™ Science Play!

(45 mins facilitated programme and 1 hour 15 mins of free play time)

Time:	<input type="checkbox"/> 9.30am - 11.30am <input type="checkbox"/> 2pm - 4pm					
Date of visit:						
Day	Time	For	Title (Max. 4 programmes)	No. of students		
Monday – Friday (Min / Max students per programme: -15 / 22 for preschool)	9.30 - 10.15am OR 10.45 - 11.30am	Pre-Nursery/Nursery (3 - 4 years old)	<input type="checkbox"/> Animal Kingdom Fun OR	<input type="text"/>		
			<input type="checkbox"/> Fun in Motion OR	<input type="text"/>		
			<input type="checkbox"/> Go Bananas OR	<input type="text"/>		
			<input type="checkbox"/> My Wonderful Body OR	<input type="text"/>		
			<input type="checkbox"/> Sport Check! OR	<input type="text"/>		
	2 – 2.45pm OR 3 – 3.45pm	K1/K2 (5 - 6 years old)	<input type="checkbox"/> Under The Sea	<input type="text"/>		
			<input type="checkbox"/> Creepy Crawly Adventure OR	<input type="text"/>		
			<input type="checkbox"/> Dino Rumble OR	<input type="text"/>		
			<input type="checkbox"/> Healthy Kitchen OR	<input type="text"/>		
			<input type="checkbox"/> Job Express OR	<input type="text"/>		
Admission Fee	Category	Quantity		Price		Subtotal
	Students	<input type="text"/>	x	\$10.00	=	<input type="text"/>
	Teachers	<input type="text"/>	x	\$2.00	=	<input type="text"/>

Important Notes

- **Booking forms must be submitted to KidsSTOP™ at least 3 weeks before the date of the visit.**
- **A booking is not confirmed until you receive an email confirmation with a reservation code from us.**
- **All bookings are made on a first-come-first-served basis.**
- Please submit the booking form with the estimated minimum number of students / adults.
- The dates will be released to other schools if we do not receive your booking form 3 days after a tentative booking is made.
- **Booking and billing are based on the number of students and adults stated in the booking form.**
- **Decrease in number of children or adult are not allowed on the date of visit.** Please inform us via email at least one week before the date of visit for any change of numbers.
- Food and drinks are not allowed inside KidsSTOP™.
- Socks are required in KidsSTOP™ for all students and adults.
- Free admission for 1 accompanying teacher per group of 10 students. Additional teachers will be charged at \$2.00 per person.
- Payment must be made at the ticketing counter before admission.
- For cheque payment, please make payable to "Science Centre Board".
- For international schools, kindly email in to us at kidsstop_prog@science.edu.sg.
- Membership card are invalid for School Group Booking.

Terms & Conditions

Waiver 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 visit. KidsSTOP and Science Centre Singapore 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

- **Cancellation policy**
 1. Cancellations made at least 10 working days in advance (by 5.30pm) : No penalty charge
 2. Cancellations made within 10 working days or no show : S\$200.00 penalty charge
- Should KidsSTOP initiate cancellation of booking due to unforeseen circumstances, we shall endeavour to inform the school at least 10 days prior to the visit and refund the fees in full. However, we will not bear responsibility for travel expenses or any cost which the school / client might have incurred.

Rescheduling

- Each booking received will be allowed 1 rescheduling request, provided that the request for rescheduling of visit and date is received more than 10 working days prior to the date of the visit.
- Subsequent re-scheduling requests will be charged at 50% of the total cost per request.

Punctuality

- Should schools be late for the visit, **no extension of time** will be allowed to compensate for the later start time.

Group Size

- The capacity for each session is capped at maximum 200 students to optimize learning and ensure that each student enjoys a fulfilling and enriching experience.
- The minimum and maximum capacity for each programme is 15 and 22 students respectively for preschools. Additional children will be required to take Free Play! booking only.

Etiquette

- Teachers should ensure that students follow basic house rules and display appropriate conduct. Graciousness and consideration for others are highly valued virtues at KidsSTOP™.

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

Name: _____ Signature: _____

Date: _____ School Stamp: _____

For Official Use Only:

Confirmation

Booking is confirmed. Details are as above.

Approving Officer : _____

Date : _____

Comments: