

TEACHER BRIEFING: ESSENTIAL READING

If you have any queries, please contact us directly on 0161 306 3991.

1. **The Great Science Give Back – A can if you can!**

Each year the campaign helps to support others in need. To do this we ask that where they can each individual attending the Whitworth event brings with them **a tin of food** – fruit, meat, pasta, beans, vegetables, rice pudding etc. to donate to Manchester Central Foodbank.



Last year 250 meals were donated and this year we hope you will support this again. A box will be provided on registration to pop the cans into.

2. ** Twitter:** The way schools connect with each other in the Great Science Share for Schools is by using social media – in particular Twitter, facebook and Instagram.

We encourage you to tweet your preparations and experience of the campaign. Please abide by any safeguarding regulations if attaching photos or film to your tweets.

ALWAYS use the hashtag **#GreatSciShare**

**3. Timing:** All pupils and teachers attending should follow the guidelines re. timings:

Arrival on site from 12pm at the very earliest.

Set up from 12-12.30pm. (if you don’t need the full time to set up, please come slightly later)

Conference start: 12.30pm (all groups must be in place by this time, or access may be limited)

Dismissal/conference close: 3pm

4. **Great Science Groove:** You are reminded that all schools are asked to learn the Great Science Groove Song & Dance. This is a simple activity but is required of all children taking part in the event. Please access the song lyrics and all link videos at <https://www.greatscienceshare.org/great-science-groove>. This year it is set to the tune of Kool & The Gang’s Celebration song, so is really easy to pick up.

5. **Care:** All medical and personal needs of children attending will need to be taken care of by the teacher(s) in charge. **Pupils remain the responsibility of their supervising teachers at all times. Pupils should be briefed as such, in particular with toileting, which must be chaperoned by a teacher or adult school representatives.**

**6. Specific needs:** Lead teachers from each school should ensure they are fully aware and responsive to any specific needs of pupils in their care, e.g. medical, allergy or access related issues. For example, it is sometimes possible that experiments might require the use of latex gloves etc., which are not suitable for all pupils to wear.

**7. Groupings:** Each school group will be provided with a standard table of around 5 feet in width. The pupils will need to be grouped as Group A and Group B – this relates to when they will remain at their investigation table. Group A will remain at their table to showcase their investigation to other learners for the first half of the conference, and then Group B will take over.

8. **Replicability of your investigation:** All activities need to be done repeatedly for short periods of time. As such you need to be prepared for multiple goes/visits to your investigation.

9. **Film and Photography:** In the main we expect that all pupils and adults attending have film and photographic consent. You should be aware that the BBC and University films will be being shot, as well as a live streaming of the event on Youtube. If pupils do not have consent is remains the responsibility of the teacher to ensure their safeguarding. We will support you in providing relevant signposting to photographers etc. by using a special coloured lanyard to indicate the restriction.

10. **Food/Drink:** No food or drink is allowed in the Whitworth Hall itself. There will be water available and on exit of the conference there will be fruit/biscuits provided to be taken of site. All pupils and adults will need to have had their lunch prior to arrival.

Manchester Museum - there is outdoor space around the Whitworth Hall where it is possible to sit if you arrive early. Of course Manchester Museum is also adjacent and is open and free to the public.

**11. Exit:** All school children must be off site by no later than 3.30pm.

12. **Travel:** Information for the Whitworth Hall is available at:
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**13. Signing in:** It is essential that you sign in on the day. Enter the Whitworth Hall through the XXXX entrance. Any pupils or adults without their name having previously been given to the team will not be allowed entry. Please be aware that the spaces will be dedicated to the event, but are in public buildings and therefore vigilance at all times is important. No bags should be left around, those that you bring should be housed underneath your table.

**14. Emergency** contact: We shall not be in the office after 1pm on 18th June 2018. Before this time please call 0161 306 3991, after this time please call 07811 235 793. You can email at any time on lynne.bianchi@manchester.ac.uk.