**British Science Week 2023**



Text

Description automatically generated

**Would you like to be part of our Science Fair for British Science Week 2023 at the Manchester Museum? Read on!**

**British Science Week 2023** (<https://www.britishscienceweek.org/> ) will be taking place from 10th – 19th March 2023 and is a 10-day celebration of all things STEM.  As in previous years, the Manchester Museum will be hosting a programme of activities for schools in the North-West, including a Science Fair running on **Tuesday 14th, Wednesday 15th, March**. We have capacity to welcome 700 pupils over the two event days.

**Our Science Fair:** At the Manchester Museum we will be hosting the fair over our wonderful galleries, we have approximately 40 bays to show off your research in. We are looking for academics and/or research groups to get involved with our interactive **Science Fair**. You would be required at the Manchester Museum on **Tuesday 14th, Wednesday 15th, March 2023; 10am – 4.00pm.** We ask that although staffing of the stands can change; that the actual stands themselves do not change for the two days. We appreciate that it’s a big-time commitment for those colleagues who can get involved; but it’s also a fantastic opportunity to communicate your research and passion for your subject to up to 700 young people who we are expecting over the week.

|  |  |
| --- | --- |
| **British Science week 2023: Dates/Times** | |
| Monday 13th March | * Set up day – you can set up your stand from 10.00am |
| Tuesday 14th March | * Science Fair for pupils 10am – 4:00pm |
| Wednesday 15th March | * Science Fair for pupils 10am – 4:00pm * Set down of stands from 4.00pm onwards. |

We are looking for academics and/or research groups to coordinate a **stand** to showcase your research area and communicate it to young people. The main aim of this programme of activities is to enthuse and inspire young people about science, technology, engineering, and maths and increase their desire to study it to A-level and beyond. This might take the form of tabletop games or activities to explain your research, perhaps some engaging demos or maybe some fantastic communicators, able to explain your research to a captive audience. **However, you choose to run your stand – the main requirement is enthusiasm!**

**We are also looking for student volunteers to help on the day!**

For the role we require volunteers to:

* Help set up and pack away stands for researchers
* Act as a guide around the museum for school children and teachers
* Help with event planning such as booking in schools, meet and greet

What you will get from the event:

* Enhance your CV
* Experience of working in a museum
* Experience of working with researchers
* Experience of working with schools, teachers and school children
* A reference from the Manchester Museum

Travel costs will be reimbursed

**To confirm your involvement, please return the EOI form overleaf to Barinur Rashid (**[**barinur.rashid@manchester.ac.uk**](mailto:barinur.rashid@manchester.ac.uk) **by 15th February 2023).**

**British Science Week 2023**



Text

Description automatically generated

***Expression of Interest to participate with a stand in the Science Fair.***

***Please return to Barinur Rashid* (**[**barinur.rashid@manchester.ac.uk**](mailto:barinur.rashid@manchester.ac.uk) **by 15th February 2023).**

|  |  |
| --- | --- |
| Full Name |  |
| E-mail Address |  |
| What Faculty are you from? |  |
| What academic School are you from? |  |
| Title of your Stand for British science week 2023  *Please bear in mind that teachers will be given a brief outline of all stands with your title.* |  |
| Have you taken part in a Science Fair before at the Manchester Museum?  *If yes, please give details.* |  |
| Please provide a brief outline of what your stand will cover; and what attendees will experience from visiting your stand? |  |
| We have approximately 40 bays. Each bay will compromise of a table (4ft x 2ft 6ins) with two chairs.  You will have to bring your own poster boards- please describe what else you will bring along |  |
| Will you need access to power?  *If yes – you will need to bring your own extension cable* |  |
| Is there anything else you would like to tell us about your stand? |  |
| Would you be able to provide student volunteers on the day? If so, how many |  |



Text

Description automatically generated

**Risk Assessment Information**

|  |  |  |
| --- | --- | --- |
| Risk Assessment Information for: | | Information Form completed by:  Name:  Signed:  Date of Assessment: |
| Activity Description: | | |
| Does the Activity involve any specialist equipment?  Please give details. |  | |
| Will participants in your activity be working with any electrical equipment?  If so, has the equipment been PAT tested within the past 12 months. |  | |
| Does your activity require the use of any Personal Protection Equipment?  If so, will this be provided for all participants? |  | |
| Does your activity require the use of any chemicals or substances that may be harmful to health?  Please give details. |  | |
| Do you require access to or disposal facilities for water?  *Please note: we are not able to provide disposal facilities for chemical or hazardous waste.* |  | |
| I understand that company representatives are responsible for keeping their area tidy and free of trailing cables and other slip and trip hazards. |  | |
| Are there any other risks associated with your activity which have not been covered elsewhere in this form? |  | |
| Have you already completed a risk assessment for this activity?  If so, please send it to us along with this form. |  | |