

# TECHFEST

Aberdeen and North-East Scotland's  
Festival of Science, Technology,  
Engineering & Mathematics



[www.techfestsetpoint.org.uk/festival](http://www.techfestsetpoint.org.uk/festival)

## 2018 Early Years & Primary Programme Booking Form

- The cost is £3.40 per attending child (£4.08 inc VAT). (One accompanying adult per 10 Primary Pupils or 4 Early Years Children goes free of charge. Any additional adults over this will be charged £4.08 each)
- **Please complete a separate Booking Form (photocopied from this programme) for each class** or download from our website [www.techfest.org.uk](http://www.techfest.org.uk)
- Please send a deposit cheque (made payable to 'TechFest-SetPoint') of **£25.00 per class**, to secure each booking. Schools will be sent an invoice for the balance of the cost of their visit after the Festival.

### School Information :

School / Nursery : \_\_\_\_\_

Address : \_\_\_\_\_

Postcode : \_\_\_\_\_

Staff Name : \_\_\_\_\_ Telephone : \_\_\_\_\_

Staff Email : \_\_\_\_\_

Class Name at September 2018 : \_\_\_\_\_

Class teacher if known at September 2018 : \_\_\_\_\_

### Size of Group :

Number of Pupils : \_\_\_\_\_ Number of Adults (school staff) : \_\_\_\_\_ Number of Adults (non-School staff) : \_\_\_\_\_

Please note due to the workshops within our programme the maximum group size: 33 Primary Pupils, 20 Early Year Settings Children

### Workshop Selection:

Each class will be allocated three workshops per visit. Every effort will be made to allocate your choice of workshop or theme, however due to demand this is not always possible. Please state below which are your 3 preferred workshops and any which you do not wish to attend. **Workshops will be allocated on a first come, first served basis.** If your preferred workshops are fully booked you will be allocated alternative workshops suitable for your age group unless you have specified otherwise on this form.

### Date :

Preferred date of visit (please indicate 1st, 2nd & 3rd choices and mark clearly with an **X** any days you **CANNOT** attend).

Mon 27/08/18  Tues 28/08/18  Wed 29/08/18  Thurs 30/08/18  Fri 31/08/18

### Times of Visit :

Doors are open from 9am to 4pm.

Earliest possible arrival time: \_\_\_\_\_ Latest possible departure time: \_\_\_\_\_

### Access Requirements :

Do you have any pupils with any access requirements? Yes/No  Details : \_\_\_\_\_

Do you have any pupils with special educational needs? Yes/No  Details : \_\_\_\_\_

**Mail to:** TechFest, Butchart Centre, University Road, Aberdeen, AB24 3UT (please note new address)

**Confirmation:** Please note that submitting a booking form **does not** confirm your place at the festival. You will be sent confirmation of your timetable for your TechFest visit or notification that all festival places are full (at which point your deposit cheque will be returned to you). Please contact us if you have not received this within 28 days of posting your booking to us or if you are unsure at any point.

Any questions? Call us on 01224 274194 or email: [jennytaylor@techfest.org.uk](mailto:jennytaylor@techfest.org.uk)

### Before posting your booking please ensure you have:

- Selected your workshop, date and time preference
- Taken a photocopy of the booking form for your own records
- Attached a deposit of £25 per class booking (payable to TechFest-SetPoint)