



Exhibitor Guide

6th & 7th February 2020

Cowes Enterprise College, Isle of Wight

10:00 - 14:00

Contents

Overview of Noël Turner Science Festival	
Mission	
Activities in 2020	
Audience	
Key dates and times	6
Celebratory event	
What makes a good exhibition stand?	
Logistics	9
Parking	10
Social media	
Evaluation	12
Who to contact	13

Overview

The Noël Turner Science Festival was created in 2016 in memory of a BAE Systems radar engineer, Noël Turner, who attended Cowes High School (now Cowes Enterprise College), then Oxford University and who worked on many leading radar products.

The Noël Turner Science Festival is an annual event for Isle of Wight school students and is designed to help young people see the practical applications of science, technology, engineering and maths (STEM) and to raise their ambitions and expectations.

Many local companies attend the event in order to showcase their work in interesting ways which is meant to inspire the next generation of scientists, engineers and mathematicians. The festival aims to give young people the chance to link their classroom learning with real-life applications of STEM. Whether it was launching rockets, exploring 3-D vision or star gazing in a planetarium, the previous years' events have provided some fantastic opportunities for 3,000 plus students to see STEM in action. The involvement of local businesses and education providers also helps island youngsters and their families to find out about well-paid employment in the STEM industries.

In 2019, Winchester Science Centre and Planetarium, took on the organisation of the Noël Turner Science Festival.

Mission

Our mission is to spark curiosity in STEM by raising the aspirations of all young people and their families on the Isle of Wight.

Our aims are to:

- raise student's aspirations,
- provide accessible opportunities,
- raise the standards of science teaching

The Noël Turner Science Festival and any associated events will:

- Promote STEM
- Be fun & interactive
- Be affordable
- Be accessible
- Be welcoming
- Be high quality

This year we are focusing on the two day festival for primary and secondary school students. While this model works well, in the future we hope to grow the festival into a multi-day event open to schools and members of the public. We hope to provide teachers with the opportunity to get together to share best practice and collaborate on resources.

Through repeat interventions with the students attending the festival, including delivering workshops in schools and delivering community pop-up events, we aim to raise student's engagement with STEM and raise science capital across the island.

Activities in 2020

To achieve our mission, the Noël Turner Science Festival will be made up of a number of different activities aimed at engaging primary and secondary school students. The festival will comprise of 4 different elements: exhibition zones, pop-up Winchester Science Centre, live science show and a STEM 'show and tell' or STEM challenge.

- 1) Exhibition zones: There will be exhibition zones where local companies, charities and universities from the south coast will deliver hands-on, enjoyable activities for students to learn and engage with STEM.
- 2) Pop-up science centre: Winchester Science Centre will bring exhibits and science busking activities
- 3) The live science show: Winchester Science Centre will deliver stimulating science shows for all students.
- 4) STEM 'show and tell': Students will have the opportunity to have small group discussions with people who work in STEM related careers. In the STEM challenge students will have allocated time slot to complete a challenge in groups.

Audience

Thursday 6th February – year 7 and 10 (age 11-12 and 14-15)

Friday 7th February – year 5 (age 9-10)

Both days will be busy with ~1,300 students attending each day.

Students from Cowes Enterprise College from years 7, 8, 9 and 10 will be joining in the festival across the 2 days.

Key dates and times

Wednesday 5th February – exhibitors can bring equipment the day before.

Time	Action
18:00 – 20:30	Exhibitors can come to set up at the venue. The school closes at
	21:00, so please arrive in plenty of time

Thursday 6th February (secondary school day – year 7 and year 10)

Time	Action
7.30	Exhibitors can come to set up
9.30	All stands should be set up
10.00	School groups start arriving. Students rotate across all 4
	activities throughout the day. It will be busy all day with ~500
	students exploring the exhibitor zones and pop-up science centre
	at any one time.
13:45	Schools leave. Tidy up and reset for celebratory event
16:00	Celebration event (see Celebratory event section for more info)

Friday 7th February (primary school day – year 5)

Time	Action
8.00	Exhibitors can come to set up
9.30	All stands should be set up
10.00	School groups start arriving. Students rotate across all 4 activities throughout the day. It will be busy all day with ~500 students exploring the exhibitor zones and pop-up science centre at any one time.
14.00	Tidy up and get out

Celebratory event: 6th February

We request the pleasure of your company at the Noël Turner Science Festival Celebration Event on Thursday 6th February from 4 - 7pm.

We think this would be an excellent opportunity for you to show off your organisation as well as raising the profile of the festival and emphasise the importance of engaging people from diverse backgrounds with STEM.

We are also inviting teachers, funders, community leaders and local council representatives to discuss how we can work together to raise aspirations on the island. This will be a fantastic networking event for your organisation.

If you are able to attend, we would like everyone to be near their stand between 4 and 5pm for a very relaxed demonstration of the festival in action.

From 5pm we would like to gather everyone together for the more formal part of the evening including a live science show, quest speakers followed by drinks and canapés.

If you are unable to attend the celebratory evening we request you tidy your stand before you leave for the guests to see you in your best light.

To sign up and for more information, please click on the <u>following link</u>. If you would like to share this with other members of your organisation, please do.

We really appreciate your support with the festival and we would love to see you at the celebratory event.

Celebratory event schedule

16:00 – 17:00 Relaxed demonstration of the festival in action

17:00 – 17:15 Live science show by Winchester Science Centre

17:15 – 18:15 Speeches and keynote

- Mrs Susie Sheldon JP, HM Lord-Lieutenant of the Isle of Wight
- Ben Ward, CEO, Winchester Science Centre
- Ellen Weeks, Festival Co-Founder
- Rachel Kitley, Principal, Cowes Enterprise College
- Keynote Holly Green, Weather Presenter for ITV Meridian

18:15 – 19:00 Drinks and canapés

What makes a good exhibition stand?

- a) Have a clear scientific point with a clear learning objective accessible to primary and secondary school students.
- b) Be fun and hands on.
- c) Be safe and have a careful risk assessment.

The most important part of the exhibition is the exhibitors themselves. You should aim to be able to:

- 1) engage people in conversations
- 2) answer their questions in a fun and clear way
- 3) be very enthusiastic about your work.

You are the best advert for STEM. Dress up if necessary. It is important that you train and brief your team well and put in some practice before the event.

You will need to engage your audience quickly and grab their attention. Often it is good to have something very hands on for them to 'play' with. Once they are engaged then you can introduce them to more research/technical material. Always bear in mind the age and knowledge of your audience when preparing your materials.

Logistics

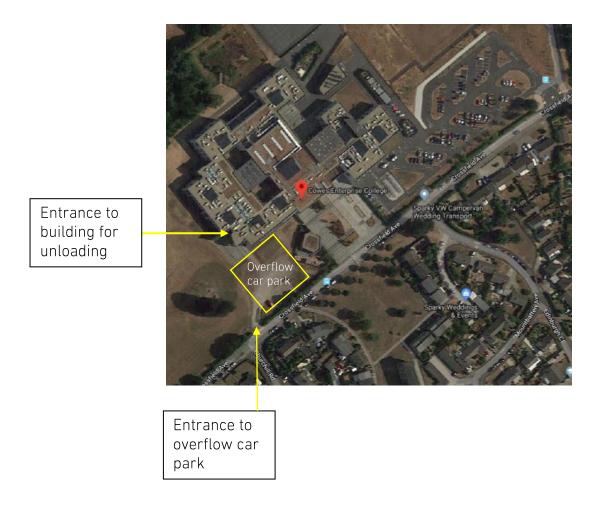
- We expect you to fill in a risk assessment form, downloadable from https://www.noelturnersciencefestival.org.uk/exhibitor-zone. Please take this seriously. Science Fairs are potentially dangerous with risks from explosions, electricity and water to name a few. If you have your own risk assessment already please send this over, it does not have to be in our format. This is due by Wednesday 15th January.
- Please send all information on exhibit requirements (tables, chairs) by Wednesday 15th January.
- There will be some wall power sockets but please bring extension leads and cables as we do not have any at the venue.
- Please ensure any electrical equipment is PAT tested before you bring it with you.
- On both days there <u>will not</u> be a time for a break, so we suggest having a team of people to present the stand allowing some people to have a break. There will be a green room where you can help yourself to tea, coffee and snacks.
- Each stand must be occupied by an adult at all times.
- There will be some snacks available but please bring lunch and snacks for the day. There will be nowhere to buy food onsite.
- Bring reusable mugs with a sealed lid for hot drinks.
- Please wear branded work wear or work lanyard so teachers, students and festival staff can identify who you are.
- Please <u>do not</u> bring free giveaways including rulers or stickers. We are trying to be environmentally friendly and reduce plastic and waste at the event.
- The teachers will have timetables for their students and will be responsible for ensuring their students adhere to their timetables.
- Winchester Science Centre staff will manage logistics on the day.

• Schools have given permission for students to have their photos taken. Students that can't have their photo taken will be wearing large yellow or orange circular stickers. Please ensure you do not take or use images of these students.

Parking

Cowes Enterprise College has an overflow car park, please unload and park here. See the diagram below.

If this changes we will contact you.



Social media

We want to create a 'buzz' on social media about the Noël Turner Science Festival.

Please tweet using @N_T_S_F and #iowscifest.

We are also on Facebook (/noelturnersciencefestival) and Instagram (@n_t_s_f_).

We will be posting images and videos throughout the events but please tag us in your posts too.

Evaluation

Winchester Science Centre staff will be evaluating the festival during and after the event. This helps us to apply for funding for subsequent years and also to understand how the festival could be improved.

We are interested in observing interactions between exhibitors and students. This is known as facilitation auditing. Staff will be observing and recording interactions to help us understand the level of student engagement.

After the festival we will provide an online evaluation form for you to complete.

We will not be evaluating individual exhibition stands, you are welcome to do this yourself. After the events we will be in contact to collect any evaluation results you have from your stands and we will combine that with our evaluations. A report will then be written of the event which will be sent to funders and anyone who has been involved in the festival.

Who to contact

If you have any queries before the festival, please contact Rachael Baker on ntsf@winchestersciencecentre.org or 01962 891934

If you need a contact to call on the day please call 01983 203103. Please do not call this number before the festival.