



Please read this **BOOKING PROCEDURE FORM** carefully to ensure that your visit goes smoothly

### INTRODUCTION:

The Cape Town Science Centre (CTSC) provides valuable hands-on learning experiences using world-class exhibits designed to enrich the school curriculum and equip learners by increasing their skill and understanding of science, technology and maths. The CTSC strives to be a fun, innovative place and offers learners an unforgettable experience.

### BOOKING PROCEDURE:

- In order to gain maximum benefit from the CTSC, **class teachers must attend a pre-visit to the Centre. (Please note that Teacher Pre-Visits are only available from Monday - Friday between 15:00 - 16:00).** This visit is free of charge.
- Please **complete the booking form** and return it to Portia at the CTSC by fax, email or in person. Only written bookings will be confirmed via an invoice from the CTSC.
- Please note that telephonic enquiries do not serve as a confirmed booking. Bookings are essential for all school groups. This is to ensure that our staff is available to assist your group and needs.

### ENTRANCE FEES:

All groups larger than 10 qualify for a discounted group rate of R50 per person. This includes pre-school, school, student and adult groups, Normal fees are R55 per person. Additional adults: R20

### PAYMENT PROCEDURE:

- **A deposit relative to your group size is required within 5 days of booking.**
- Deposits are as follows
  - R500 for groups of 10 - 29
  - R1 500 for groups of 30 - 59
  - R3 000 for groups of 60+
- This may be paid into the CTSC's bank account. **A deposit slip verifying this payment must be faxed to 086 519 7227, for attention Portia once the payment is made.** Payment may also be made at the CTSC's Ticket Office during the Teacher's Pre-visit. (No cheques in the post)
- Booking will be confirmed once the proof of deposit has been received.

### CAPE TOWN SCIENCE CENTRE BANK DETAILS:

**Name:** Interactive Science Foundation t/a Cape Town Science Centre

**Bank:** Standard Bank, Cape Town Branch

**Branch code:** 020 909

**Account No:** 070098549

Cheques should be made payable to the Interactive Science Foundation.

### SPECIAL ARRANGEMENTS:

- Deposit due within 5 days of booking. Please note that you will not receive a confirmation of your booking until your deposit has been received.
- Please bring your confirmation letter on the day of your visit to avoid delays at reception.
- **The remaining amount must be paid prior to or on the day of your school visit.** Please bring your proof of payment along if it has been done via EFT.
- Should you need to **cancel your visit please inform the CTSC by fax or email at least one week in advance in order to qualify for a refund.** Failing this, the CTSC will retain the deposit.

#### Cancellation and Refund policies

A full refund of the deposit will be done if cancellation is done 7 days prior the visit date. After which only 25% of the deposit will be reimbursed if cancellation is within and up to 3 days of the visit. Should you bring less learners on the day, please note that you will not receive a refund for these learners. If you are bringing less learners than you booked for please let us know at least 24 hours prior to your visit.

### RULES WHEN VISITING THE CTSC:

Please plan to bring **one adult for every ten children** to supervise the group, who will not be charged an entry fee. Any additional adults are required to pay an admission fee of R20.

- Food, beverages and chewing gum are not permitted in the CTSC, other than at designated areas.
- Educators/supervisors **must accompany their learners at all times** and are expected to prepare the learners for the visit and to play an active role in their visit.
- The CTSC reserves the right to refuse admission to under-supervised groups of children.
- **Learners should leave their bags at school and must refrain from bringing valuables on their visit. Lunch packs can be stored in the group area.**
- **Please note that refreshments are available to purchase from iCafe in the CTSC**

# SCHOOL GROUP VISITS 2018

Visits to the CTSC are suitable for all grades. Each visit should last at least two hours – booking essential!

- **A General Visit** includes a science show, use of the interactive displays, a visit to the current exhibitions and a tour of the Camera Obscura.
- **A Workshop Visit** includes a pre-booked workshop (workshops details inside) and a general visit.

## FOUNDATION PHASE

### Option 1 – 3 hour visit

- Exploration of exhibition floor
- Concor Building Site
- Curriculum based workshop  
- Selected from programme
- Science Show
- Bee Bots activity
- Snack Break

### Option 2 – 3 hour visit

- Exploration of exhibition floor
- Fun maths activity
- Curriculum based workshop  
- Selected from programme
- Maths show
- LEGO Design or Planx activity
- Snack Break

### Option 3 – 2 hour visit

- Exploration of exhibition floor
- Concor Building Site
- Curriculum based workshop  
- Selected from programme
- Puppet Show
- Snack Break

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## INTERMEDIATE PHASE

### Option 1 – 3 hour visit

- Exploration of exhibition floor
- Concor Building Site
- Curriculum based workshop  
- Selected from programme
- Science Show
- Camera Obscura or  
Planetarium Show
- Snack Break

### Option 2 – 3 hour visit

- Exploration of exhibition floor
- Coding workshop (1hr) OR  
Minecraft workshop (1hr)
- Curriculum based workshop  
- Selected from programme
- Science Show
- Snack Break

### Option 3 – 2 hour visit

- Exploration of exhibition floor
- Fun maths activity
- Curriculum based workshop  
- Selected from programme
- Camera Obscura or  
Planetarium Show
- Maths Show
- Snack Break

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## SENIOR PHASE

### Option 1 – 3 hour visit

- Exploration of exhibition floor
- Space science or Geo-  
science activity
- Curriculum based workshop  
- Selected from programme
- Science Show
- Camera Obscura or  
Planetarium Show
- Snack Break

### Option 2 – 3 hour visit

- Exploration of exhibition floor
- Coding workshop (1hr) OR  
Minecraft workshop (1hr)
- Curriculum based workshop  
- Selected from programme
- Science Show
- Snack Break

### Option 3 – 2 hour visit

- Exploration of exhibition floor
- Fun maths activity
- Curriculum based workshop  
- Selected from programme
- Camera Obscura or  
Planetarium Show
- Maths Show
- Snack Break

**PLEASE COMPLETE THIS FORM**

- Fax to 086 519 7227
- Email to portia@ctsc.org.za

**FOR OFFICE USE ONLY:**

Invoice #: \_\_\_\_\_ Booking ref: \_\_\_\_\_

<b>TEACHER PRE-VISIT</b>	<b>Date:</b>	<b>Time: 15:00 - 16:00 (Monday - Friday only)</b>		
<b>PLEASE ARRIVE 15 MINUTES BEFORE THE START OF YOUR VISIT</b>				
<b>SCHOOL GROUP VISIT</b> Request time and date for school visit (select two dates): <b>Mon - Sat from 09:00</b>	<b>1<sup>st</sup> CHOICE</b> Date	<b>Arrival time</b>	<b>Departure time</b>	<b>Break time</b>
	<b>2<sup>nd</sup> CHOICE</b> Date	<b>Arrival time</b>	<b>Departure time</b>	<b>Break time</b>
<b>Name of school:</b>			<input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Private</b>	
<b>Metropole:</b>	<b>Suburb:</b>	<b>Municipality:</b>		
<b>TEACHER IN CHARGE</b>	<b>Name &amp; Surname:</b>		<b>Tel (code):</b>	
<b>Fax:</b>	<b>Cell:</b>	<b>Email:</b>		
<b>No of children in group:</b>	<b>No of accompanying adults:</b>		<b>Grade of group:</b>	
<b>Special needs (physically challenged/developmentally challenged):</b>				

**WORKSHOPS OFFERED AT THE CAPE TOWN SCIENCE CENTRE:**

Please tick one of these boxes if you are interested in any of our workshops.  
Refer to the 2018 Education Programme for the descriptions of the workshops.

Gr R	<input type="checkbox"/> Books	<input type="checkbox"/> Home	<input type="checkbox"/> Wool farming	<input type="checkbox"/> Dinosaurs
Gr 1	<input type="checkbox"/> At school	<input type="checkbox"/> My body	<input type="checkbox"/> Special days	<input type="checkbox"/> Picture maps
Gr 2	<input type="checkbox"/> Healthy living	<input type="checkbox"/> Seasons	<input type="checkbox"/> Soil	<input type="checkbox"/> Ways we communicate
Gr 3	<input type="checkbox"/> About me	<input type="checkbox"/> Insects	<input type="checkbox"/> Space	<input type="checkbox"/> Disasters and what we should do
Gr 4	<input type="checkbox"/> Structure of plants	<input type="checkbox"/> Ways to strengthen materials	<input type="checkbox"/> Vibrations and sound	<input type="checkbox"/> Phases of the Moon
Gr 5	<input type="checkbox"/> Skeletons of vertebrates	<input type="checkbox"/> Traditional processing	<input type="checkbox"/> Energy and electricity	<input type="checkbox"/> Importance of South African fossils
Gr 6	<input type="checkbox"/> Food processing	<input type="checkbox"/> Rates of dissolving	<input type="checkbox"/> Using electric circuits	<input type="checkbox"/> Systems to explore the Moon
Gr 7	<input type="checkbox"/> Biodiversity	<input type="checkbox"/> Properties of acids, bases...	<input type="checkbox"/> Renewable sources of energy	<input type="checkbox"/> Tides
Gr 8	<input type="checkbox"/> Types of micro-organisms	<input type="checkbox"/> Density of different materials	<input type="checkbox"/> Series circuits	<input type="checkbox"/> The Milky Way Galaxy
Gr 9	<input type="checkbox"/> Body systems	<input type="checkbox"/> Reaction of metals with oxygen	<input type="checkbox"/> Types of forces	<input type="checkbox"/> The greenhouse effect
Gr 10	<input type="checkbox"/> Cation and Anion Tests	<input type="checkbox"/> Heating & cooling curve of water	<input type="checkbox"/> Acceleration - Motion in One Dimension	
	<input type="checkbox"/> Ripple Tank	<input type="checkbox"/> Magnetic fields	<input type="checkbox"/> Electric circuits - resistance in series and parallel	
	<input type="checkbox"/> Conservation of Matter	<input type="checkbox"/> Reaction types - gas forming, precipitation and neutralization		
Gr 11	<input type="checkbox"/> Ohm's law	<input type="checkbox"/> Newton's 2 <sup>nd</sup> law of motion	<input type="checkbox"/> Boyle's Law	<input type="checkbox"/> Quantitative Analysis
	<input type="checkbox"/> Intermolecular forces	<input type="checkbox"/> Reaction rate	<input type="checkbox"/> Snell's law	<input type="checkbox"/> Exothermic & endothermic reactions
Gr 12	<input type="checkbox"/> Titrations	<input type="checkbox"/> Esters	<input type="checkbox"/> Conservation of linear momentum	<input type="checkbox"/> Equivalent resistance of series/parallel network of known resistors
	<input type="checkbox"/> Value of "g"	<input type="checkbox"/> Electrolysis of sodium iodide	<input type="checkbox"/> Determine the internal resistance of a battery	

**Workshop visit options selected (see previous page):**

**I have read and understand the booking procedure forms and rules of the Cape Town Science Centre**

Signature – School principal \_\_\_\_\_ Date \_\_\_\_\_

Signature – Teacher in charge of visit \_\_\_\_\_ School stamp \_\_\_\_\_