



Proud Sponsors of Regional Science and Technology Fairs

Teacher Information Booklet



Our Mission

- The NIWA Auckland Science and Technology Fair, which is an annual event, celebrates the excellence in scientific and technological investigation carried out by Auckland City Year 7 to Year 13 students.
- Science is the gathering and processing of data using scientific methods in response to an observation and/or hypothesis.
- Technology is the process of development of a useful, high quality device, or environment in response to an identified need or opportunity.
- The exhibits are judged against criteria, which enables the winning exhibits to proceed to Realise the Dream and International Science and Technology Fairs.
- The judging panel will comprise of experienced scientists and technologists and will use national science and technology fair criteria so that the highest possible standards are maintained.
- The NIWA Auckland Science and Technology Fair acknowledges that Science and Technology covers all cultures and is an international language.
- The Organising Committee includes Science and Technology teachers and NIWA representatives.

Communication

Chairperson	Sandra Jackson	King's School 258 Remuera Rd, Remuera ph 520 7770 ext 825, Cell 021 236 5342	s.jackson@kings.school.nz
Chief Judge	Murray Black	Lynfield College ph: 6270600 ext 839	mblack@lynfield.school.nz
Chief Judge	Glenys Hayward	Sacred Heart College ph: 529 3660	ghayward@sacredheart.school.nz
Minutes Secretary	Gene Smallwood	Tamaki College ph: 5211104	smallwood@tamaki.ac.nz
Treasurer	Patsy Hindson	St Kentigern Boys' School ph: 520 7682	patsy.hindson@saintkentigern.com
Sponsorship	Daniel Van Wallegghem	St Peter's College	dvanwallegghem@st-peters.school.nz
Entries	Gordon Holas-Clark	Diocesan School for Girls	gholas-clark@diocesan.school.nz
Venue			
Publicity	Roberta Batistich	St Cuthbert College ph: 5204150	rbatistich@stcuthberts.school.nz
NIWA Representative	Tracey Burton	NIWA	tracey.burton@niwa.co.nz

Checklist for Teachers in Charge of School Organisation

1. Register your school - visit google doc https://docs.google.com/forms/d/1Snu2YRXuTydt85CmCITvYclYK17_UJAi8ZmJ87UHbY8/viewform?c=0&w=1&usp=mail_form_link to register your school.
Supply name, phone number and e-mail address of the teacher in charge.
Attend meetings of committee whenever possible or send a representative.
2. Help students decide on projects. They may work on their own or with a partner. **No more than two students can work on any project.**
3. Ensure all students fill out their Safety & Certification Form
This will allow you to check that each student knows which category they are in and whether they need to apply for ethics approval. Help students fill out ethics forms as required.
These forms should be filled out before the students start the project!
4. Select your school entries
Reminder – each school has **four** as of right entries
then
one entry per 25 students at your school, up to a total of 10
Five reserve projects can also be nominated.
(We rarely do not accept reserve projects so your total can be up to 15 projects)
If you enter 15 projects you may also enter another three technology projects.
5. Send in Entries by email. The date will be listed in the Fair timeline.
Details of how to enter will be sent to you before the due date.
Contact gholas-clark@diocesan.school.nz if you need more information.
6. Turn up on 'set up day' to help with putting up all projects. You may be asked to bring all your school projects in to the venue, checking that all forms and regulations are completed on each project.
(NOTE: It is essential that at least **one teacher** from each school is present on this day)
7. Arrange for students to be present on Judging day at the venue. Year 7 & 8 and Year 9 & 10 students will be required to attend for the judging of their projects at session times to be notified.
Students must attend this session, as they will be questioned on their projects. There may also be time when they are waiting so they should bring a book or other activity to keep them occupied for this time.
A teacher or adult must accompany large groups of students.
8. Attend Prize giving if any of your students are awarded prizes.
Check timeline for date, time and place
9. Make sure all students know when to collect their projects.
Projects of major prize winners may be transported to the prize giving venue for display.
Any projects left behind will eventually be disposed of, so you may wish to check the venue on Saturday evening to rescue any projects that your students have forgotten to collect.

Note

*It is important that a representative from each school attends, whenever possible, the regular committee meetings.
Representatives are also encouraged to become involved in one area of the fair organisation.*

NIWA Auckland City Science and Technology Fair

Time Line for 2015

Meeting Dates	Science Fair Dates		
Wednesday 1st April			
29 th April			
27 th May			
22 nd July			
12 th August	Monday 10 th August	Entries Close	
	Thursday 20 th August	Project Set-up (Students) 7.30 - 8.30 p.m.	
	Friday 21 st August	Judging 8.30 a.m. - 1.00 p.m. Viewing 5.00 p.m. - 8.00 p.m.	
	Saturday 30 th August	Viewing Day 1.00 p.m. - 6.00 p.m. Pack-up 5.00 p.m. - 6.00 p.m.	
	Monday 31 st August	Prize Giving 7.00 p.m. - 8.30 p.m. King's School	
9 th September			

Note:

All meetings at King's School, 258 Remuera Rd, Remuera 4.15 start time

Fair Venue is St Kentigern School Boys School, 82 Shore Rd, Remuera, Auckland
Gymnasium, Gate 5

Ethics Committee Dates for 2014

23rd March, 25th May, 29th June, and 24th August