



High Touch High Tech®

Science Experiences That Come To You™

Afterschool Program Scheduling Frequently Asked Questions (FAQ's):

How do I book a program, and what information should I have ready?

A program may be booked by calling 508.384.5020, emailing info@ScienceMadeFunNE.net, faxing 508.384.5021 or simply using the online reservations form in the Reservations tab.

Information that we need includes:

- Name, address and phone number of the school and after school program
- Your name and contact information
- High Touch High Tech program names
- Dates with alternatives
- Number and ages of children
- Any special concerns/considerations

Are programs adaptable to different grades and age levels?

Most programs are adaptable to different grade and age levels. Very often the experiments are the same but the explanation and depth of the material are adapted

How many students can be accommodated in a single session?

For after-school assemblies where program staff is present to assist with classroom management, we request that no more than 20-25 children participate per session.

For 8-10 weekly sessions where the scientist is the only adult in the room, we request that no more than 12-14 children participate per 8-10 week session.

Is there a contract for the programs?

We will send you the details of the program (dates, grade, program, number of students and the total cost) in writing by email or fax. A \$40 deposit and a signed copy of the contract will confirm the program.

How much does it cost?

For single after-school assemblies for up to 25 students, the fee is \$275.00 per 60 minute session. In addition there is a transportation fee of \$25/scientist/day. Program counselors participate free of charge.

For 8-10 weekly sessions, the fee is \$12.50 per student per day. The minimum charge per day is \$125 (equivalent to the charge for 10 students). In addition there is a transportation fee of \$25/scientist/day. Program counselors participate free of charge.

Is there any deposit?

A \$40 non-refundable deposit will confirm your program reservation.

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How do we pay for the programs?

We accept checks. We cannot accept individual checks from parents. We will invoice you at the start of the month for the programs during that month. Payments are due in 3-5 business days.

Can I pay for a High Touch High Tech Afterschool Programs with grant dollars?

Yes. Many High Touch High Tech programs have been paid for with grant dollars received via the 21st Century Grant, Eisenhower Grant and several local, state and corporate grants.

What if school is cancelled due to inclement weather or there is an early dismissal?

Since these events are completely unpredictable at the time of booking, High Touch High Tech cannot reserve alternate dates. However, we will mutually reschedule the missed programs as close as possible to the missed date. Please inform us as quickly as possible about the early dismissal or cancellation of the after school program.

How should I set up my facility in preparation for the Scientist?

Our Scientists can conduct hands-on science programs where ever children are gathered and excited to learn! Participants will simply need a level surface on which to work (i.e. table top, floor space, etc.). Note that some programs may require access to water; therefore, access to a sink and tap would also be helpful.

Does the scientist require access to the classroom before the program starts?

Normally it takes between 5-15 minutes to set up the equipment for the program. Expect to see the scientist about 10-20 minutes before the program starts.

Can after school program staff step out of the classroom while the scientist is facilitating the program?

Program staff is encouraged to either remain in the classroom throughout the program or to check in frequently. We encourage program staff to participate and rely on their feedback to assist in our efforts to continuously improve our FUN and exciting hands on science experiences.

What does the scientist need?

If your school has more than one level, he/she will need access to an elevator if one is available. Should an elevator not be available, please ask a custodian or staff member to help with carrying the crates up and down the stairs.

What if students are allergic to supplies used during the program?

We do not knowingly use peanuts or nut products in any of our program. Please call 508.384.5020 for concerns about any other items that will be used during the program. Most often we will have a substitute for the problem items. Please call for any dietary restrictions.

How many scientists do the program?

Normally one scientist does the program. If the situation warrants it, we will send additional help.

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What if the principal or parents need further explanation of High Touch High Tech?

We have been providing programs in Massachusetts since 1994 and enjoy an excellent reputation in area after school programs. We can provide a reference packet for your Principal/Director to review. You may send home permission slips explaining where their money is going even though their child is not leaving campus.

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