



AFTER-SCHOOL SCIENCE CLUB PROGRAM BENEFITS

National PTA studies have shown that families desire after-school programs at their school in overwhelming numbers. Students enrolled in these programs improve their in-school performance. The school as a whole benefits from better student attendance, behavior and higher test scores. However, implementing an after-school program can be quite daunting. **Mad Science has almost 20 years experience with offering fun, hands-on science programs in after-school settings.** With our stand alone program, we can do everything for you and your school so that your staff or parent volunteers can concentrate their efforts elsewhere. We do not stop at offering just a fun science club to several of your students. Mad Science creates a partnership with your entire school by offering a multitude of additional benefits for your students, parents and PTA.

What's included in a Mad Science After-School Science Club

- **FREE School Assembly Kick-off:** Held immediately before or during registration, our high-energy, action-packed half hour performances will excite your students about science and inform them of what they can expect should they sign up for Mad Science. Assemblies can be split by grade level (K-2 and 3-5) to ensure grade and age appropriate instruction.
- **Registration Materials:** All registration forms are provided. They are customized for your program, delivered to your school and bundled for each teacher's classroom.
- **Payment Processing:** Mad Science collects all funds on your behalf.
- **Scheduling and Rosters:** Mad Science handles the registration we confirm all participants, create all class rosters and inform all parents and students of their instruction dates.
- **Instruction:** Mad Science provides all equipment and materials. Our certified instructors arrive in Mad Science lab coats at least 10 minutes before class to set-up their equipment. Every Mad Scientist assumes responsibility for each student in his care until released to an authorized parent or guardian.
- **Take-home Materials:** Each class every student will make and take home a science project related to the topic that week. Mad Science provides parent summary forms each week which describe the instruction their child experienced and additional activities that will extend the fun and learning.
- **Scholarships:** Our mission is to bring fun science to all children of the Delaware Valley; therefore scholarships are available.



Call today to schedule a brief 10-15 minute

“What is Mad Science?”

Informational / Q & A session for your next PTA meeting!

We come to you and answer all of your questions free of charge!



AFTER-SCHOOL SCIENCE CLUB

HOW TO MANUAL

The materials presented in this How To Manual are designed to help your school efficiently and effectively implement a successful Mad Science After-School Science Club. Most, if not all, of your questions should be answered in this manual. Please feel free to contact the Mad Science office at any time should you have additional questions.

FREQUENTLY ASKED QUESTIONS

What is Mad Science?

Founded in Montreal, Canada in 1985, Mad Science has grown to over 200 locations in over 25 countries. We are the world's leader in fun science for children. Mad Science conducts educational, entertaining and hands-on science activities for elementary age children throughout the Delaware Valley (New Castle County, Sussex and Kent County in Delaware and Delaware and Chester County in Pennsylvania). Our unique brand of exciting, interactive activities instills a clearer understanding of how science affects the world around them. Through Mad Science, your students will be able to touch, see, hear, smell and taste what science is really all about.

Is this a stand-alone after-school program?

Mad Science takes all the hassle and frustration out of running an after-school program as we do all the work for you. We are typically sponsored by the PTA or school administration and run our science clubs separate of any other programs at your school. Due to the demand for our programming, we have to schedule the beginning of all our programs within a small window of time in order to best serve all our partner schools.

What is our time commitment to your program?

If you elect the turn-key approach, other schools have told us they have implemented a Mad Science program with only 2 to 4 hours of time investment. Your commitment typically occurs before the registration period as schools work with our Science Club Specialists to finalize the program details and coordinate with the school administration to secure the classrooms.

How long are your programs (weeks and hours)?

Our standard program is 6 - 8 weeks, 1 hour per week and held immediately after school.

What is the cost?

There is never any cost to your school or PTA/PTO to sponsor a Mad Science After-School Science Club. There is never a registration fee, deposit or cancellation fee associated with our programs. Please call for prices. The one time fee is all-inclusive for the participants. Mad Science provides all equipment and materials.

How long does it take to implement a program? How much lead time is necessary?

There is no cost to register as there is never any financial obligation to your school or organization. Call our office to discuss the program details [day(s) of the week, number of weeks, start and end dates, date of the free kick off assembly, etc].

The entire program implementation process is very quick and easy!

4 weeks before class begins –

- Your free, all school assembly is conducted
- Marketing materials are displayed
- Registration materials are delivered and sent home with your students
 - Students typically have 7-14 days to return their registration forms

2 weeks before class begins –

- Registration ends and Mad Science processes enrollments

1 week before class begins –

- Student confirmations and class rosters are delivered to your organization

Do you have a minimum class size? A maximum class size?

Our classes require a minimum enrollment of 15 paid students. To ensure the hands-on, interactive nature of our instruction, class size will be capped at 20. Registrations for numbers 21 through 29 will go on a wait list. With the 30th registration, Mad Science will create 2 classes of 15. Mad Science may elect to offer a program even if the class minimum is not met. This decision is at the sole discretion of Mad Science.

What ages/grades can register?

Mad Science offers instruction in an age and grade appropriate manner using a variety of teaching methods and environments to ensure each participant benefits from the instruction. Therefore students in grades K through 5 are offered the opportunity to participate in our programs. Should registration allow we will divide classes into K – 2 and 3 – 5. Larger enrollment may allow even greater segregation by grade level.

How can we predict enrollment?

A good rule of thumb is to **assume 20% of your student body will be interested** in the Mad Science after-school program. Response may be affected by many factors including day of week, season of year and transportation needs. However, it is best to plan for a 20% response and reserve the necessary rooms in order to accommodate as many students as possible. Because there is no financial obligation to your organization, final enrollment that does not utilize all the reserved rooms will not result in a penalty of any kind.

When should we schedule our class(es)?

Availability on some days may be limited so it is best to confirm your dates with Mad Science as early as possible.

When scheduling your Mad Science after-school program, think of the “normal” extracurricular schedule of your students. For a variety of reasons all students who wish to take Mad Science during any program will not be able to participate. Therefore, some schools have the next offering of Mad Science occur on different days of the week.

Classes should start within 10 minutes from the dismissal of school. This allows the teacher in the room time to “close up shop” and the instructor time to prepare the room and equipment for the day’s instruction.

What topics are offered?

Rockets, lasers, slime, bubbling potions and chemical reactions are just a few of the class topics Mad Science offers in our after-school programs. Currently in the Delaware Valley, we offer four 8-week sessions (32 different 1 hour classes) plus a new NASA Academy of Future Space Explorers 8-week after school club. The classes in these systems are not interchangeable.

Should your program run less than 8 weeks, scheduling of specific classes for your program cannot be determined until immediately before classes are to begin. In these cases, Mad Science will still assign a particular group of topics to your program.

Mad Science reserves the right to change class topics with no advance notice to students, parents or your school. Changes of this sort are typically in response to an emergency situation to ensure scheduled instruction of a class is performed.

How is registration handled?

All materials and payments are submitted directly to Mad Science. This turn-key method is the easiest and most efficient for your school.

What participant information is required?

In order to ensure the safety of all participants in a Mad Science after-school Science Club both during the demonstrations and after the class, the following information must be provided on each participant (information collected on Mad Science created registration forms):

- *Child’s name*
- *Child’s grade*
- *Child’s teacher*
- *Child’s date of birth*
- *Child’s address*
- *Child’s health concerns*
- *Name of parent or guardian*
- *Home phone number*
- *Work/cell phone number*
- *Signature of parent or guardian*
- *Names of those allowed to pick up child after class including after school daycare options*

When is payment required?

From parents: Payment is required at the time of registration. Mad Science can accept checks, cash or credit.

What does Mad Science need from our organization?

Each child will need a desk/table and chair. The Mad Science instructor will need a small table for the equipment. Therefore classrooms work best. We will also need access to electricity, nearby water and the

ability to darken the room. Room volunteers are not necessary with our program; however they are welcomed.

What is your refund policy?

A full refund will be made to any parent who withdraws his child prior to the second week of the program and informs Mad Science in writing. Withdrawal after the second week is not subject to a refund.

Do you have a quality guarantee?

The Mad Science guarantee is simple – your school, your students and parents will be satisfied with the Mad Science experience or we will make it right.

Who are your instructors?

We recruit former teachers and current college students with an education major who have experience in classrooms or with groups of elementary aged children. All our instructors must pass a series of state and national criminal background checks and be certified through our training process. Instructors are assigned for the entire length of the program. This encourages a rapport between instructor and student and facilitates the learning process.

Do you offer scholarships?

Our mission is to bring fun science to all children in the Delaware Valley. To this end Mad Science offers several scholarship opportunities to our classes. **All scholarships are awarded after the paid class minimum of 19 children is met.**

What are the expectations of the students? The parents?

Mad Science strives at all times to provide fun and safe science activities for all children participating in our classes. To fulfill this commitment, we ask that all children enrolled adhere to basic behavioral guidelines. Our instructors set clear boundaries and expectations as to appropriate conduct and we will hold all students to these expectations.

In addition, Mad Science will follow all of your school's rules and policies regarding student behavioral expectations. We stress at the beginning of each class that the school rules are still in effect. We ask your cooperation should any parent be notified of discipline problems. It is our intention to provide children with, not deprive them of, exciting and fun science. It is only when a child interrupts this positive learning environment that we would take any such action.

Mad Science also has expectations of the parents whose children are enrolled. Only children with a sincere interest in our programs (and the necessary maturity to handle an extension of the school day) should be allowed to enroll. An approved guardian must pick up each child *at the classroom* promptly at the dismissal of class. Parents are welcome to observe any class and to participate where appropriate. All parents should support the learning process after class is dismissed.

What is your inclement weather/class cancellation policy?

Mad Science will follow the inclement weather and school closure policy of the school district in which we are instructing.

Families are urged to listen to school closings. If the school is closed or closing early after school science clubs will not be held.

Mad Science will reschedule weather-related class cancellations, to the best of our ability. No refunds or credits will be given in the event a class cannot be made up under these circumstances.

If you have any additional questions please contact MAD SCIENCE at 302-636-0960.