



SFI Discover Centre Network

Guidelines for Applicants 2017

Introduction

What is the Discover Centres Network (DCN)?

The Discover Centres Network (DCN) was established as part of the Discover Primary Science and Maths programme in 2005. Over the past 11 years, the network has grown to over 50 Discover Centres. The DCN offers accredited workshops and outreach programmes for Primary schools on a range of themes encompassing Science, Technology, Engineering, Maths and Space. This supports schools in engaging in science education outside of the classroom in a curriculum relevant and inquiry based way and provides opportunities to meet scientists and engineers from a range of disciplines.

These guidelines are designed to assist you in preparing your application for membership of the DCN. By completing an application you are confirming that if your application is successful your centre will:

- Be ready to offer a DPSM approved programme to schools by **1 September 2017**
- Send a representative of the centre to the Discover Centre Network meeting on **30 June 2017** (venue to be confirmed)
- Send a representative of the centre to a DPSM induction day if required
- Apply SFI/DPSM branding on all documentation relating to your accredited workshop
- Display SFI/DPSM branding in the centre as required
- Provide each school with a certificate of attendance at a DPSM workshop
- Link your website to the DPSM website
- Ensure that an evaluation is conducted with each school that participates in the workshop
- Retain a file of evaluations and submit a summary and samples in a report to DPSM in July of each year.

PLEASE NOTE: SFI accredits specific workshops available for schools at Centres as being suitable for schools participating in the DPSM programme. It is the responsibility of each Centre/school to satisfy itself that child protection, health and safety and other arrangements at a centre meet the school's policies.

All applications must be made online at

<https://www.surveymonkey.com/r/NVF7B6Y>

The deadline for applications is 5pm on 31 March 2017

2. Details required for applications

When making an application you will be asked to provide information by selecting answers from a range of options or submitting written answers. Aspects which require you to write a longer, descriptive answer are highlighted in grey in this document to assist you in preparing responses in advance of submitting an online application.

Centre details

Provide the following details:

- Name of Organisation
- Name of Discover Centre, Address, County
- Designated DPSM contact person
- Position
- Relevant qualifications/experience e.g. in STEM and/or Education
- E-mail address
- Website
- Phone number

Workshop details

Provide an outline of the STEM workshop the Centre would offer for primary schools if accredited. You will need to provide details of how the programme supports specific learning objectives identified in the [Primary Science Curriculum](#). You will also need to describe how the workshop will engage children in an inquiry based/hands-on way.

Provide the following details:

- Title of the workshop
- Duration of the workshop
- The classes that the workshop is suitable for (*tick as appropriate*)

Workshop description (enter your response as text – Max. 200 words)

Provide a short description (maximum 200 words) of the workshop and the activities children will undertake. This might include; hands on science experiments or activities; looking at exhibits or artefacts; play based learning/games; using technology or maths e.g. measuring, weighing; undertaking fieldwork e.g. pond dipping, bug hunting, bird watching, tree identification, planting seeds.

Learning objectives (enter your response as text)

Outline the specific learning objectives of the workshop; these should be in line with the objectives outlined in the [Primary Science Curriculum](#). You will be asked to list

- The specific learning objectives from the Primary Science Curriculum that

each workshop activity supports.

- The relevant page number from the Primary Science Curriculum.

For example a bug hunt supports the following learning objectives from the Primary Science curriculum “*observe, discuss and identify a variety of plants and animals in different habitats in the immediate environment*” (p.24); “*sort and group living things into sets*” (p.24).

How does the workshop relate to the primary curriculum?

The [Primary Science Curriculum](#) is structured into four content strands; Living things, Materials, Energy and forces and Environmental awareness and care. You will be asked to select which content strand(s) the workshop is relevant to (*tick as appropriate*).

You can also specify if your workshop covers other aspects of the primary curriculum such as the maths, geography, art or history (*tick as appropriate*).

You will be asked to outline if the workshop supports development of the following skills outlined in the [Primary Science Curriculum](#)

- Working scientifically: Observing, predicting, questioning, investigating, estimating, measuring and analysing (*tick as appropriate*)
- Designing and making: Exploring, planning, making, evaluating (*tick as appropriate*)

Additional Details

In the final section of the application please provide the following additional details

- Where you heard about the SFI Discover Centres network and why you want to join (*enter your response as text*).
- How you intend to promote the workshop/programme to schools in your catchment area; Direct mailing of a brochure to schools, E-mail, Social media, Schools visits, Centres website, Advertisements in the press, Other (*tick as appropriate*)
- Details of the number of primary school groups that visit the centre or participate in outreach programmes over the school year (*tick as appropriate*).
- If the programme is available from September to June inclusive (*tick as appropriate*).

Description that you will use in promotional material/on your website (enter your response as text).

Provide the description that you will use in promotional material/on your website of your proposed SFI/DPSM accredited workshop for schools including full details of: How to book; Group size; Cost; If your centre can cater for special need groups; How to find the centre; Details on coach parking; Facilities available on site for eating lunch; Details of what schools should bring; Suitable clothing; Any safety information relevant to schools.

Description of workshop for DPSM website (enter your response as text – Max. 150 words)

Provide a paragraph describing the Centre and the proposed SFI/DPSM workshop for schools. This will be published on the DPSM website should your application be successful.

Useful links

The following document and resources may be useful to you in preparing an application.

- You can view details of current network members and their programmes at http://www.primaryscience.ie/activities_discover_centres.php.
- You can view and download the primary science curriculum here http://www.ncca.ie/uploadedfiles/Curriculum/Science_Curr.pdf
- A range of resources developed by Discover Primary Science and Maths to support teaching science through inquiry are available [here](#)

If you have any queries, please contact primaryscience@sfi.ie

Next Steps

Applicants that are successful in progressing to the next stage of the accreditation process will be asked to arrange for an SFI representative to visit the centre during May-June to observe the proposed workshop in action. The Centre will need to arrange for a class of primary school children to attend on the day to participate in the workshop. Approved centres will have provisional membership for a period of one year, which will only be renewed subject to satisfactory participation in the network and completion of annual evaluation reports.

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