



Conditions of your visit to Aberdeen Science Centre Birthday Parties

Information

- Your birthday party host will be available 20 minutes before the start of your party to speak with the parents/guardians, introduce themselves and answer any questions before the party guests arrive.
- The cost of a birthday party is £12.95 per child, this includes:
 - Science show/workshop of your choice
 - Science on the spot demonstration
 - Time on the exhibition floor
 - Party bag
 - Present for the party child
 - Food (sandwich/roll, fruit platter, crisps and diluting juice)
- Your birthday party costs does not include access to public shows and workshops, if you wish to attend these full entry prices must be paid.
- Siblings of invited party guests (aged 3 and up) who wish to enter the centre will be charged the child entry fee and must be supervised by an adult. They will not be entitled to take part in the party theme or to have party food. If they would like to be involved in the party then they are to be supervised by the party, they will be charged the standard party fee.
- If you would like to bring a birthday cake, please do so. We can put it in the party bags or serve it to the children along with the party food, just let us know on the day. Please note that the use of indoor sparklers is prohibited as these set off our fire alarm.
- Due to our party schedules, party guests are asked not to attend the science centre until 15 minutes before the allocated party time and must vacate promptly at the end of the party to allow the party area to be cleaned and set up for the next guests.

Cancellation Policy

- Payment must be made at the time of booking your party, additional party guests will be charged on the day
- You must call 01224 640340 at least 7 days before your party to confirm the number of guests, there is a minimum charge of 10 party guests.
- Any cancellations must be made in writing
- Cancellations of any parties will incur the following charges:
 - Within 14 days of the party – 100% of cost of party
 - Within 30 days of the party – 50% of cost of party
 - There is a non-refundable £50 deposit for all parties

Conduct and Responsibilities

- You are responsible for the supervision and conduct of children in your group **at all times**. It is important that children are **never** left unattended or allowed to wander around the building alone. Aberdeen Science Centre are not responsible for the supervision of your party.
- Please ensure there are enough adults to supervise the children. We require at least two adults for each party and a ratio of at least one adult for every eight children. Failure to bring sufficient and appropriate adult assistance may result in your admission to the science centre being refused. In this instance, you will still be liable for the full cost of your party.
- You know your children best and if you feel that you need to bring more adults than the above ratios suggest, please do so. All adults supervising the birthday party are free of charge.
- Severely disruptive behaviours will lead to the group being asked to leave the science centre and no refunds will be made.
- You will be liable for any damages caused by the disruptive actions of any member within your group.

Cloakroom

- Aberdeen Science Centre accepts no responsibility for loss or damage to the property of visitors.
- All items left in the cloakroom facilities or birthday party room is done so at your own risk

Catering

- The birthday party lunch space is located upstairs, you will be taken to the party tables by your birthday party host.
- At the point of booking you will be asked to pre-order the birthday food for your party. Food included in the £12.95 per child includes sandwich/roll, fruit platter, crisps and diluting juice, upgrades to your catering are available for additional cost. It is important that you let us know of any dietary requirements at the time of booking.
- Food and drinks for adults can be ordered at an additional cost.
- We may be unable to cater for very severe allergies. Your own catering can be brought in and a food waiver form signed under these circumstances.
- Any changes to your catering requirements must be made a minimum of 7 days in advance of your visit.

Science Communicators

- The Science Communicators (in orange branded t-shirts) are present within the science centre to assist and help make the most of your birthday party. They are a valuable source of information regarding science content as well as orientation.
- Science Communicators are not present to lead or guide you around the science centre or take responsibility for you party guests.
- If during your party you have any problems, please contact your birthday party host who will make themselves known at arrival and they will assist you in any way they can.

It is your responsibility to ensure that all adults attending with your birthday party have read and understood these terms and conditions.

Please retain this document for your records