



## Conditions of your visit to Aberdeen Science Centre Birthday Parties

### Information

- Your birthday party host will be available 15 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 £13.95 per child. This includes:
  - A workshop of your choice
  - Time on the exhibit floor
  - Food (sandwich/roll, fruit platter, crisps and diluting juice)

Please note: you may not have time to see everything on the exhibit floor

- 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 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.
- You will not have access to the birthday party rooms for the duration of the party as these rooms may be used by other groups. This means we cannot accept excessive decorations.

### Cancellation Policy

- A £50 non-refundable deposit is required to confirm your booking.
- You must call 01224 640340 at least 14 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

### Covid-19

All birthday party bookings are subject to adherence with our safety guidelines. Visitors must not visit if they are experiencing symptoms of Covid-19. **All visitors age 12 and over are required to wear a face mask during their visit, as per Scottish Government guidelines unless exempt.** Scottish Government guidelines must be followed at all times, we ask that adults out with the same household attempt to adhere so at least 1m social distancing. If you are unable to attend due to Government restrictions or if you have symptoms of Covid-19 please contact the science centre as soon as possible, your party will be rearranged to a date that suit both parties.

If Aberdeen Science Centre is required to cancel your birthday party booking due to Covid-19 restrictions, we will contact you with as much notice as possible. In these circumstances you will be offered a refund, or to postpone your birthday party to a later date.

## **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 wonder 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 1:5 for children aged 6+ and 1:3 for those younger than this. Children requiring 1:1 care will not be counted in ratios. 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.
- Adults within the above ratios are free of charge per party, after this number there is a cost of £8.50 per adult attending except where ratio of 1:1 is permitted as above.
- 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.
- NB: Due to current Government guidance on COVID 19 restrictions only Adults from a maximum of 3 households will be allowed in the birthday party room for the workshop and food due to the nature of the rooms. This shouldn't affect any of the supervision ratios for the party. Again children requiring 1:1 supervision will not be counted in ratios. Any additional adults required for supervision of party guests while on the floor or extra adults attending, are welcome to wait on the exhibit floor or in the cafe area. We apologise for any inconvenience this may cause.

## **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
- All guests will be asked to leave their presents and jackets in a blue bucket at reception, there will be a member of ASC staff in this area at all times. These can then be collected at the end of the visit.

## **Catering**

- At the point of booking you will be asked to pre-order the birthday food for your party. Food included in the £13.95 per child includes sandwich/roll, fruit platter, and crisps and diluting juice, upgrades to your catering are available for additional cost.
- It is important that you return your birthday menu at least 2 weeks before your party, including final numbers and any dietary requirements.
- 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.

## **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**