

## BP myScience in Malaysia

### Guidance for participating schools

The guidance below will help you prepare for participation in **BP myScience**. Should your application be successful, you must provide us with a duly signed Term & Condition document.

### Our commitment for BP myScience

1. We undertake to accommodate 10 – 16 year old students with minimum 30 students and maximum 50 per session.
2. Each school will be provided maximum of 2 hours session for each element covered.
3. We will provide trained BP myScience resources to deliver these sessions.
4. We will provide all equipment needed on the day, with the exception of writing materials and items listed in the table below.

### What we need from participants

1. Provide space, i.e. available for the session.
2. Ensure teacher(s) are available to supervise at all times during the activities. The contact teacher must be available at all times should queries arise and must take responsibility for organizing teacher cover.
3. Name a single teacher contact for communication before the day and provide both in-school and personal telephone and email contact details for this teacher.
- 4. Obtain the headmaster's approval.**
5. Inform us in advance of the number and age of students attending, all within the 10 –16 age range.
6. Inform us in advance of any student special needs and assist us in providing appropriate support.
7. Provide a power supply in the classroom.
8. Provide a white space, screen or interactive whiteboard at the front of the classroom onto which we can project from a laptop.
9. Inform key members of the school community of our visit and make any necessary arrangements for our access to the building and parking.
10. If required, allow us to record the day's activities on film and/or to take photographs for use on our website and/or in other publicity material. Co-operate with us on any relevant publicity initiatives we instigate. You will be notified in advance if this is required.
11. Work with your students to reduce your school's carbon emissions through the three elements in BP myScience program. Submit evidence of the activities, actions taken and their outcomes to our website. ([www.myscience.com.my](http://www.myscience.com.my)).