



CURRICULUM, INSTRUCTION & PROFESSIONAL DEVELOPMENT

Office of the Science Curriculum Leader
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DISTRICT SCIENCE AND ENGINEERING FAIR

GUIDELINES

Schools will be responsible for the set-up and take-down of their projects at Cabrillo High School as follows:

- CHECK-IN:** Time - **Teachers – ARRIVE BY 8:45 a.m. – Go directly to your gym location.**
Maps and exact gym locations will be sent to you after we have received all schools' project registration forms.
- Students – 9:00 to 9:15 a.m. – Go directly to gym location.**
You will need to provide exact gym location to parents and students prior to the day of the science fair.
- SET-UP:** Time - **9:15 a.m. to 9:30 a.m.**
Check your registration box to see if your school is an **(A)** school (being reviewed from 9:45 – 10:45) or a **(B)** school (being reviewed from 11:00 – 12:00). (This information is not available until fair day.)
- REVIEWING:** Time - **9:45 a.m. to 12:00 noon**
During your assigned REVIEW HOUR, all of your students must be at the table near their projects to answer questions and explain their projects to Reviewers (science educators, local scientists, city officials, district personnel, and community/business partners).
- TAKE-DOWN:** Time - **WAIT until after ALL projects have been reviewed – no earlier than 12:00 noon! Please DO NOT take down projects while Reviewers are still working!**

Please read carefully, and share Student Specific Guidelines on page 2 with parents and students.

- All entries to the District Science Fair must come from kindergarten through twelfth grade students attending a school in the Long Beach Unified School District. Entries must follow all Science Fair Handbook guidelines. The handbooks and student packets may be downloaded from the Science Curriculum Office web page link to "Science Fair."
- Individual and/or group projects are allowed. Group projects are allowed for groups comprised of 2 to 4 students only. All group projects require that each student in the group be responsible for significant contributions to the project, and that ALL students in the group can be present at the fair.
- The maximum number of project entries per school site are as follows:
K-5 Elementary Schools – 18 Projects maximum
 - We recommend a combination of **16 individual + 2 group projects (=18 total projects)**. You may choose to have a different combination of individual + group projects, but you cannot have more than **24 total students** per school. No more than **4 students** per group.**K-8, Middle and High Schools – 24 Projects maximum**
 - We recommend a combination of **21 individual + 3 group projects (=24 total projects)**. You may choose to have a different combination of individual + group projects, but you cannot have more than **33 total students** per school. No more than **4 students** per group.
- Each site is responsible for certificated personnel overseeing the transportation (if bused) and supervising both students and projects to and from Cabrillo High School. At least one adult is required (two are strongly recommended!) to supervise each school's exhibits throughout the fair. Sites are expected to arrange for on-going supervision throughout the fair.

5. Only one space will be provided for each project. For project size specifications, refer to the Science Fair Information Folder (also available on our webpage). Projects that do not follow specifications are not eligible for display at the district science fair. *Some exceptions may be allowed with special permission of the Science Curriculum Leader, ext. 2963.*
6. **REQUIRED FORMS – NOTE:** These forms are required for ALL student participants! The *Eligibility Checklist* is used as the front page of each student's written report. The *Student Participation Agreement* (combination liability, medical & picture/video release form) is to be kept **with you** throughout the fair in case of emergency. You are responsible for having these with you at the fair.
7. School coordinator is responsible for overseeing project removal and area clean-up *after* 12 noon.

STUDENT SPECIFIC GUIDELINES

8. Projects must be freestanding and constructed of durable material. White and colored display boards are available for purchase through the district stock catalog and through other outside stores or sources.
9. **No live animals may be displayed.** You may use photographs or drawings instead. If live animals are used in experiments, humane practices must be observed. Vertebrate animal experimentation must be done with prior written approval from a science teacher.
10. Projects involving microorganisms (especially bacteria & molds), including those involving rotting foods or animal wastes, must be handled very carefully. **Only photographs or drawings may be displayed at the District Fair.**
11. **No flames are allowed.** If supervised use of fire was part of the project, only video or photographic evidence may be used at the district science fair.
12. **Dangerous chemicals, drugs, machinery, or highly flammable materials or open flames may not be displayed at the District Science Fair.** All electrical equipment must conform to standard electrical safety laws and the need for electrical connections must be made **at least two weeks prior to fair day**. The district reserves the right to reject projects that are unsafe or unsuitable for display.
13. Projects may be submitted in the student's primary language. (Please notify the Science Office to make appropriate Reviewer assignments.)
14. The work on the project should be done by the student. If any outside help or assistance is given, it must be acknowledged in the project report (e.g., advice from a local scientist, parental typing of the project report, help with building or setting up equipment, etc.).
15. All K-8 student participants exhibiting their projects must wear their school uniforms. High school students and all adult/community participants will be expected to dress professionally. All student participants will receive a Science Fair T-shirt to be worn throughout the fair.
16. All student participants are expected to demonstrate exemplary behavior as representatives of the Long Beach Unified School District.
17. **NO food or beverages are allowed inside the gymnasium exhibit areas.**
18. Students entering projects in the District Science Fair should be aware that although care will be taken, damage could possibly occur to projects during the time they are on display. Long Beach Unified School District will not be responsible for lost, stolen, or damaged items.