



THE STEM DIRECTORIES

STEM Directories online provider scheme questionnaire.

Please note all questions marked with an (*) are compulsory

MAIN DETAILS

These details will be publicly available on your scheme listing to allow people to contact you directly.

- Scheme name*
- Scheme contact name*
- Scheme contact email*
- Scheme contact telephone*
- Scheme website URL *
- Scheme entry contact name*
- Scheme entry contact email *

SCHEME DESCRIPTION

- Describe your scheme (this description will appear on the final STEM Directories website). Bear in mind the target audience - teachers or lecturers in schools or colleges, and please tell us what students/teachers will actually be doing when they participate in the scheme or activity.*

KEYWORDS

Add as many keywords (separated by a comma) related to your scheme as you like. Keywords (tags) will help users search for your scheme on the site. We recommend you use words which may describe topic or content of your scheme e.g.

light, life-cycle, biodiversity, particle accelerator, energy, recycling or the type of scheme you have e.g. workshop, club, competition, speaker, award, lecture

SCHEME CATEGORY

Please tick all that apply. Note - Continuing Professional Development(CPD) resources will only be included if linked to specific E&E activities i.e. if the CPD will enable the teachers to enrich the experience of their students, not if the CPD is specifically about subject knowledge for teachers. The Directories will not include formal careers resources but will aim to provide links to where they can be found.*

- Teacher resource
- Student resource
- Out-of-school event
- In-school event
- CPD

SCHEME CLASSIFICATION

From the various options below, please select all that are a close match for your scheme. Hold down ctrl or shift to select more than one.

Subject*

- Applied Science
- Design and Technology
- Engineering and Manufacturing
- ICT/Digital
- Mathematics
- Science
- Biology
- Chemistry
- Physics

Age range*

- Age 5 - 6
- Age 7 - 11
- Age 11 - 14
- Age 14 - 16
- Age 16 - 19

Scheme location*

- National
- Regional
 - if yes then select all subregions that apply:
 - Scotland
 - Wales
 - Northern Ireland
 - North-East England
 - North-West England
 - Yorkshire & The Humber
 - East Midlands
 - West Midlands
 - East of England
 - London
 - South-East England
 - South-West England
- Local
 - if yes then select all localities that apply (list of all UK Local Authorities-
select all that apply)

SPECIALIST AUDIENCE

If your scheme is particularly suitable for any of the following audiences please select any that apply.

- Gifted or talented
- Girls
- Engaging parents/wider community
- Specialist education needs/Access for all

- Specialist school

EDUCATIONAL INITIATIVES

Please tick all that apply.

- [National Curriculum](#)
- [Every Child Matters](#)
- [Work Related Learning](#)
- [Specialised Diploma](#)
- [Citizenship](#)
- [Enrichment and Extension](#)
- [Self-Evaluation Form](#)
- [Triple Science](#)
- [Extended Schools](#)
- [Healthy Schools](#)
- [Curriculum for Excellence](#)

SCHEME PREPARATION & RUNNING TIME

Scheme preparation time *

- <1hr
 - 1-4 hr
 - 4-8 hr
 - 1 day – 1 week
 - 1 week – 8 weeks
 - >8 weeks
- Please indicate how much preparation time is required from the scheme user (eg teacher).
- Min/Max preparation time
 - Some schemes have flexible timescales. If you would like to add in a minimum and maximum timescale please do so here. Please write Min first and separate the two timings with a comma

Scheme running time*

- <1hr
 - 1-4 hr
 - 4-8 hr
 - 1 day – 1 week
 - 1 week – 8 weeks
 - >8 weeks
- Please indicate how long your scheme takes from start to finish.
 - Min/Max running time

SCHEME COST

Please be specific with costs. It is not acceptable to put 'refer to website'. For schemes with a sliding scale of costs, please indicate a numerical range.

Eg:

£3 per pupil per 60 minute workshop

Free

Dependent on school location, outreach visits range from £150-£250 per day.

£250 for half-day visit, £350 for full-day visit.

Enter scheme cost or tick free*

ADDITIONAL SCHEME DETAILS

If you have images, videos or pdf documents that you would like to upload to be displayed or made available for download in your scheme entry, please do so here. All images should be uploaded as .jpg, or .gif with either a white or transparent background. Video should be uploaded using either .wmv (Windows Media) or .flv (Flash video) formats and image/video dimensions should not exceed 590 x 320 pixels.

Individual files should not exceed 100Mb in file size.

- Scheme logo (select file)
- Teacher case studies/multimedia (select file)

HEALTH & SAFETY

Spot checks related to question 3 may be carried out.

Risk assessments will not be hosted on the STEM directories site, but should be made available to schools who wish to undertake your scheme. Someone from the STEM directories may contact you to verify your risk assessment status.

Health and safety policies will not be hosted on the STEM directories site, however someone from the STEM directories may contact you to verify your health and safety policy status.

- Has your scheme been subjected to a full risk assessment (inc. assessment of teaching resource packs)? *
 - Yes
 - No
- Have all your employees who have contact with children (under 18 and/or vulnerable adults) been checked by the Criminal Records Bureau (CRB)? *
 - Yes
 - No
 - N/A
- Does your organisation have an up-to-date Health & Safety Policy? *
 - Yes
 - No

MONITORING & EVALUATION

To qualify for entry to the directories please confirm that you record the number of schools and teachers involved in your scheme and/or the number of students over a 12 month period? *

- Yes – if so please provide latest up-to-date figures
- No- if not please explain why not

Have you undertaken regular evaluation yourselves?*

- Yes
- No

Have you commissioned any for of independent evaluation?*

- Yes
- No

Would you be willing to make this evaluation available for use in spreading best practice in evaluation? *

- Yes- if yes option to upload evaluation document
- No

SUSTAINABILITY

We are keen that teachers using the STEM Directories can be confident that the scheme they want to use is available to them. Lack of confirmed funding for the next 12 months does not mean that your scheme will not be included in the STEM Directories, we may make this information available to teachers to help them in their decision making process.

- Please state how many years your scheme or activity has been in operation. *
- Please confirm that you have funding for the next 12 months?*
- Yes
- No

RESOURCING

Are teacher/lecturer guidance materials available?

- Yes
- No

Is there any associated formal or informal continuing professional development (CPD) available for learning providers?

- Yes
- No

We know that teachers value highly schemes or activities which closely map the curriculum. If you wish, please use this free-text box to highlight how your scheme does this.

If you are happy that you have completed all the mandatory fields please click on submit to send your scheme to STEM Directories for review.