STEAMengine at the Whittlesea Tech School

About STEAMengine

STEAMengine is an afterschool makerspace program in which students with shared interests can gather for making, learning, exploring and sharing that uses high-tech to no-tech tools. The Tech School has a range of equipment, including 3D printers, laser cutters, robotics, sewing machines, sticker and UV printers, vinyl cutters etc. We encourage students to come to the program with their own ideas, projects, and curiosities. Tech School staff will be available to guide students to use the equipment onsite safely, and to support them with their personal projects. As STEAMengine is a student-led program, we do not run formal classes or tutorials.

STEAMengine runs every Wednesday at the Whittlesea Tech School, Building N, 415 Dalton Road, Epping during the school term. The program is open from 3:30 pm to 6:00 pm for students in Year 7 to 12 living in the City of Whittlesea.

STEAMengine is free of charge. Places are limited and completion of the registration form is required before students can attend the program. Students can join the waitlist if the program is full, and the Tech School will notify parents/guardians when a place becomes available.

Attendance

Tech School staff will be in attendance for the duration of the program to supervise attendees and maintain Duty of Care whilst attendees are onsite at the Tech School. Students are able to attend between the hours of 3:30 pm to 6:00 pm and sign themselves in and out of the program; notifying a staff member if they leave early. Arrangements for your child to return home upon departure are the responsibility of the parent/guardian and student. We kindly ask parents and guardians to arrange a pickup time before 6pm, and to contact WTS staff if running late. If your child is no longer attending STEAMengine, please inform us so we can allow other students on our waitlist to join the program.

Communications

We will communicate with parents/guardians via email (whittleseats@mp.edu.au) or phone (03 9269 8368) to notify parents/guardians of any program cancellations or changes. If you have any queries or concerns, please contact us using the details provided.

Medical emergencies

In the case of an emergency, where it is impracticable to communicate with parents/guardians, Tech School staff will arrange for your child to receive such medical or surgical treatment as may be deemed necessary. It is expected that families will undertake to pay or reimburse costs that may be incurred for medical attention, ambulance transport and medication.

Please complete this **registration form** and return to the Whittlesea Tech School:

Student's name	
Student's school and year level	
Parent / guardian's name	
Parent / guardian's email	
Parent / guardian's phone number	
Parent / guardian's relationship to student	
Please list any medical conditions, allergies/food allergies, or dietary requirements your child may have:	

Food & Drink Snacks and drinks may occasionally be provided for STEAMengine students. Ingredients for all food items will be listed. Do you provide consent for your child to consume snacks and drinks provided by the Whittlesea Tech School?	☐ Yes ☐ No
Media Consent Staff at the Whittlesea Tech School may take photos or video clips of students during STEAMengine to use in our promotional materials, social media pages, and on our website. Do you provide consent for your child's image to be part of these materials?	☐ Yes ☐ No

Attendee Code of Conduct

As a member of STEAMengine, I am responsible for:

o   *Completing the safety induction provided by Tech School staff*
o   *Following the safety guidance provided by Tech School staff*
o   *Checking with a staff member before using equipment*
o   *Helping to maintain a safe, supportive and respectful environment for all attendees*
o   *Signing in and out of the Tech School whilst attending the facility*
o   *Assisting with cleaning and maintaining the space at the end of each session*

By signing this form, you (the student) agree to follow the Code of Conduct outlined above.

Student Name:	Student Signature: Date: ___ / ___ / _____
Parent / Guardian Name:	Parent / Guardian Signature: Date: ___ / ___ / _____