

Stanislaus County Elementary Science Olympiad

EVENT SUPERVISOR RESPONSIBILITIES

The Elementary Science Olympiad (ESO) event is open to all students in Stanislaus County, in both public and private schools, in grades 4 – 6. Each school may enter up to two teams of up to 18 students on each team. There are 17 competitive tests that are well-balanced among the various sciences disciplines.

Teams begin using the **Current year Elementary Science Olympiad Rule Book** early in the school year to prepare for the one-day competition, scheduled in the spring.

Each of the 17 events must have an Event Supervisor with knowledge about the science discipline in which they are volunteering to supervise. In addition, an Event Supervisor might want or need assistants to help on event day. Assistants do not need to have experience.

Review the **schedule** for event times. Most events are scheduled in two time slots (see event day schedule) with half the teams test in each time slot.

At least two weeks prior to event day do the following:

1. Review rules for your event in detail. If an error occurs on event day DO NOT make a change once the event has begun. Event must be the same for all students.
2. Write the test using the rules for the event.
3. Secure all needed supplies for the event. In most cases expenses for supplies can be reimbursed by the Stanislaus County Office of Education with prior approval.

On event day do the following:

1. Register for your event at the volunteer registration table.
2. Along with Event Assistants set up for your event well in advance of start time at the location indicated on the event schedule.
3. Administer the test to all participants. Be consistent with all participating teams.
4. After time is up collect and score all tests. Make every effort to score the tests as quickly as possible. The awards ceremony is scheduled for the afternoon.
5. If your event requires impound (see event schedule) and a team is late to impound see the rules for instructions to penalize the team, or rank the team behind all other teams. Only PARTICIPANTS can impound. Adults not allowed at impound or at a "closed" event.
6. Immediately notify a team if they are placed in a tier other than the first tier and provide the reason.
7. Do not release times, distances, or scores to anyone except Science Olympiad officials.
8. Return classroom back to the way in which it was found and deliver the scored tests to the scoring room. Tests will not be returned to students.
9. Follow a "Never Alone" policy when working with students. Science Olympiad is by definition a team activity, with most contact between adults and students in very large group settings. It is in the best interest of volunteers to not be alone with a student. A breakfast snack and lunch are provided for all volunteers.

If you have questions please feel free to contact the Volunteer Coordinator, Leisa Turner, at 238-1715 or lturner@stancoe.org. Information is also available on the following website: www.scoestudentevents.org