

Meteorite Loan Box Terms and Conditions

1. Aims

Project ORBIT aimed to develop a sustainable strategy to integrate planetary geoscience into our organisational initiatives, and to encourage the uptake of planetary geoscience at university level and/or careers. The project was funded through the UK Space Agency's Space for All fund.

2. Key Information

- Boxes are available to loan for up to one school term
- Please assign a lead teacher to be responsible for the box, agreement to be signed by lead teacher
- Please read the risk assessment for using the box
- Refer to the check list and teacher guide provided for information on all samples

3. Booking Process

- Bookings must be made in advance via the booking form and be agreed with the education team, bookings are on a 'first come first served' basis.
- Booking form can be found here: <https://forms.office.com/e/dWZAFk2TqG>

4. Collecting and returning the Box

- Boxes must be collected from and returned to Burlington House on the dates and times agreed with the education team.
- When returning the box please make sure samples are packed carefully to avoid damage in transit, the box should be returned in a clean and usable condition

5. Using the Box

- Students must be supervised at all times when handling the meteorite samples
- Always handle samples over a table or flat surface to avoid accidental drops or damage, use both hands
- Do not test or alter the samples e.g. scratch, heat, wet – samples are delicate and difficult to replace
- Return all items to the box after use and store in a secure location between uses, to avoid loss always check samples in and out of the box on every use
- If sharing the box between classes make sure all staff are following these guidelines

6. Damage or Loss

- Please notify the team immediately if an item is lost, stolen, or damaged
- Borrowers are not financially liable for normal wear and tear of samples but may be asked to cover replacement costs for negligent damage or loss