

NATIONAL ROCKETRY CHAMPIONSHIP 2026-27

STATEMENT OF WORK



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1. ACRONYMS & REFERENCE DOCUMENTS

1.1. Acronyms

Acronym	Description
NRC	National Rocketry Competition
RS	Requirement Specification
PDR	Preliminary Design Review
CDR	Critical Design Review
MR	Manufacturing Review
FRR	Flight Readiness Review
MRC	Midlands Rocketry Club
ECSS	European Space Agency's European Cooperation for Space Standardization
GEVS	NASA's General Environmental Verification Specification
ISO	International Standards Organization
RSO	Range Safety Officer
NOTAM	Notice To Airmen
UKRA	United Kingdom Rocketry Association
CAA	Civil Aviation Authority
COTS	Commercial Off The Shelf





1.2. Reference Documents

1.2.1. Competition Documents

There are two other documents related to the competition, for a total of **three regulatory documents**. The three documents are as follows:

ID	Document	Description
NRC-RB	Rulebook	Outlines the overall competition rules, funding, team structures and so on – the competition logistics.
NRC-SoW	Statement of Work (This Document)	Outlines the main deliverables teams shall be expected to deliver – the competition project requirements.
NRC-RS	Requirements Specification	Outlines the technical requirements the rocket must be designed to meet

1.2.2. Useful Reference Documents

No.	Document	Description
1	ECSS-M-ST-10C Rev. 1	Space project management – Project planning and implementation
2	ECSS-S-ST-00-01C	Glossary of Terms – A list of commonly used terms in ECSS documents





2. Introduction

Interest in the National Rocketry Championship (NRC) has outgrown what we can accommodate in a single day. For 2026–27, we are expanding the competition across **two launch days**, increasing capacity by **60%** and opening up opportunities for more students to take part.

We aim to challenge student teams to design, construct and operate a launch vehicle for an analogue space mission. Participants create a launch vehicle concept, trade off performance parameters and pass through a rigorous review process.

2.1. Scope

This document reports expected activities and deliverables within the scope of the National Rocketry Competition for 2026–2027. This document captures the mission, which teams are expected to focus on throughout the year, with context provided for the mission.

1. Challenge students to perform a complex systems engineering task in developing a vehicle to a set of real space mission requirements;
2. Enable students to apply existing technical skills and learn new skills relevant for a professional role in the space industry;
3. Provide students with an opportunity to develop and practise other important and transferable skills, such as teamwork, leadership and project management;
4. Foster interest in the activities of the space sector, particularly in space engineering.





2.2. Organisations Involved

2.2.1. UK Students for the Exploration and Development of Space (UKSEDS)

UKSEDS is the UK's national student and early professional space charity, founded in 1988. As a registered charity with 4,600+ current members, 40+ university branches, and 20,000+ followers across social media platforms, UKSEDS provides a nationwide platform for skills development, networking, and career advancement in the space sector. As a dedicated team of 100+ student and early-career volunteers, UKSEDS delivers national and regional events and projects, including conferences such as the National Student Space Conference (NSSC), skills workshops, outreach programs, five annual national competitions spanning rocketry, rovers, satellites and ISAM, and more. Through these initiatives, UKSEDS works to inspire, upskill and enable the next generation of the UK space workforce.

Our partner organisation, www.SpaceCareers.uk, showcases students and recent graduates with opportunities within the space sector, and has been hailed as “a crucial service to thousands of people across the country” by the former Prime Minister, Theresa May.





3. STATEMENT OF WORK OVERVIEW

This section provides a description of all major components of the competition, and references additional material where necessary.

3.1. Mission Background and Scenario

Introducing the 2026–27 UKSEDS National Rocketry Championship (NRC). This year's competition has been designed with a systems engineering theme to simulate how projects are often managed in the space industry.

An important consideration for designing a launch vehicle is interfacing with a customer payload. For this year's NRC edition, teams are tasked to design, build and test a launch vehicle that shall carry "The Customer's" payload, provided by UKSEDS; as well as a rideshare payload, designed, built and tested by the participating team. Team designs shall meet the requirements as described in the Requirement Specification (RS), which includes standards that rocket designs shall meet; along with requirements to highlight customer interfaces and payloads that teams must meet. On the Launch Day, your launch vehicle will be expected to perform the following:

- **Meet Technical Criteria:**

The launch vehicle shall meet the technical requirements and specifications outlined in the NRC RS document.

- **Launch:**

The launch vehicle shall be able to launch on the command of the on-site RSO.

- **Reach Apogee:**

The launch vehicle shall target an apogee of 2000 ft. As outlined in the NRC-RS, the teams are awarded points for reaching this target as accurately as possible.

- **Recovery:**

The launch vehicle shall be recovered in a condition of minimal damage.

Teams shall pass through various design stages to be able to launch, and are expected to follow common engineering practices and standards to create a successful design. Standards are widely accepted guidelines that standardise how things should be designed or carried out. Examples of industry standards are the European Space Agency's European Cooperation for Space Standardization (ECSS), NASA's General Environmental Verification Specification (GEVS), or the International Standards Organization (ISO). There are standards for the margin to use on a mass budget, the setup for structural finite element modelling, or the type of environmental





tests to carry out on your equipment. Teams are encouraged to consider industry standards and apply them to their design in a productive manner for the best advantage.

3.2. Mission Objectives

Teams will be provided with a Requirements Specification document, which includes all requirements that teams will need to follow throughout the competition; along with a list of requirements related to **“The Customer’s” payload**. Teams will be tasked to design a launch vehicle that meets these requirements and passes through design stages to prepare for launch. Furthermore, teams will have to design and include their own payload, referred to as a **rideshare payload**.

“The Customer’s” payload, designed by UKSEDS, is intended to provide teams with the opportunity to build valuable skills in systems engineering by integrating an external customer payload to their design. As outlined in the Requirement Specification, this payload is accompanied by a set of requirements that teams are required to meet. Performance shall be assessed not only on the successful fulfillment of these requirements, but also on the team's strategies to implement the payload within their designs.

The rideshare payload provides teams with the freedom to define their own requirements and objectives. Teams are encouraged to take a creative and innovative approach towards their rideshare payload mission, and use it as an opportunity to demonstrate teamwork, coordination, and technical expertise. Specific guidelines and baseline requirements for the Rideshare Payload are detailed in the Requirement Specification.





3.3. Team Requirements

Each team must contain a **minimum of 4 members and a maximum of 10 members. Each organisation** (i.e. university society) is allowed to enter a maximum of **10 teams** and **all members of each team must have a [UKSEDS membership](#)**. Changes to teams should be communicated to the UKSEDS through the **mandatory** monthly report documents (discussed in Section 3.4.2) and optionally to the UKSEDS point of contact. Please note that the deadline to make changes or updates regarding your team and its members is **30 days¹ before the launch day**.

Teams must perform a significant majority of the work submitted throughout the competition. Reusing work from previous NRC entries, or allowing members from outside the registered team to contribute to their designs, are considered acts of plagiarism. Teams found engaging in such acts will be penalised at the UKSEDS organisers' discretion.

3.4. Description of Work

3.4.1. Timeline

The project shall follow the **ESA Project Lifecycle** structure as shown in Figure SOW-1. It should be noted that Phase A involves analysing the feasibility of a mission. This phase has been omitted from participating teams' requirements, and should be treated as though it were completed by the UKSEDS organisation team before competition launch.

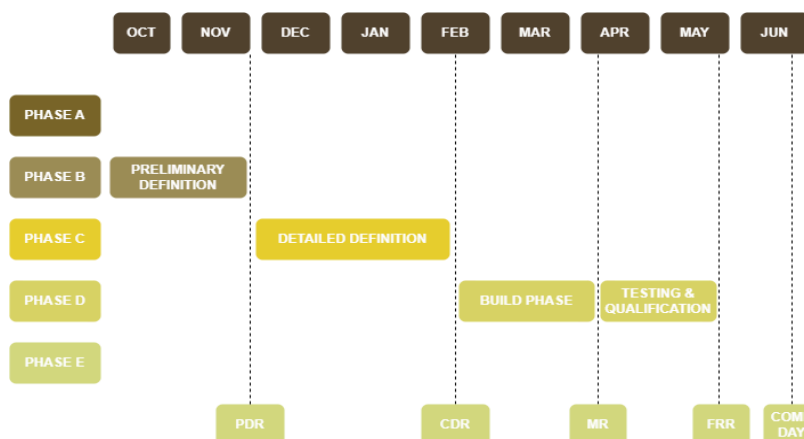


Figure SOW-1 - NRC 2026/27 Timeline

Each phase, with the exception of Phase D, is completed through the submission of a document detailing the design of the team's system. Further details of the deliverables can be found in the following sections, and a summary is provided in the

¹ Subject to change. Teams invited to competition day will need to register details of each individual. After registration, only members who have sent their details will be allowed to participate.





table below. Templates for each deliverable will be made available on the competition website.

Table SOW-1: Preliminary Competition Schedule

Deliverable	Due Date ²
Monthly Report	Last Monday of every month
PDR Submission	28th November 2026
CDR Submission	19th February 2027
Manufacturing Review	10th April 2027
Public Engagement Submission	2nd June 2027
Flight Readiness Review	2nd June 2027
Competition Day	Primary Day 1: 22nd June Primary Day 2: 23rd June Backup Day 1: 29th June ³ Backup Day 2: 30th June ³

3.4.2. Monthly Reports

Teams will need to fill out a single-page report and email this to their UKSEDS point of contact. These reports relay updates on progress and highlight issues or concerns within the team (technical, management, etc). They are a **mandatory** submission and are **marked**. The report is due on **the last Monday of every month**. If a monthly report is not received, it will be assumed the team has dropped out of the competition. The template can be found [here](#), or on the website.

In the reports, teams will describe the work achieved in the previous month; work to be done in next month; and challenges, issues or concerns that the team would like to bring to the attention of the UKSEDS organisers. The main purpose of this report is to enforce communication between teams and UKSEDS organisers. The report template provides further detail, and teams are encouraged to email the UKSEDS organisers with any questions they may have.

² Dates are subject to change. Any changes will be communicated accordingly to participants.

³ If forced to swap to the backup day, participants shall be given a minimum of 2 working days notice.





3.4.3. Public Engagement Submission

Throughout the year, teams may and are encouraged to take part in activities to showcase the work they have done. Teams may also take part in education activities, such as workshops, lectures or school visits, to talk about Space, Engineering or STEM. Along with the European Space Agency, UKSEDS also believes [Space is for All](#) and actively encourages teams to allocate some time for engagement with their local communities. It is worth noting that this actively is not mandatory, however at the end of the competition, the team determined to have the best public engagement will win **50 points** and **their own trophy**. More information can be found in [Appendix SOW-1: Public Engagement Award](#).

DUE DATE: 2nd June 2027





3.4.4. Phase B – Preliminary Definition

The main deliverable at the end of the Feasibility & Preliminary Definition stage is the **Preliminary Design Review (PDR)**. This is normally held at the end of Phase B of the project process, as defined in the space project management standard (ECSS-M-ST-10C Rev. 1). The following excerpt is taken directly from this standard's document, and describes what is expected from a PDR.

The primary objectives of the PDR are:

- Verification of the preliminary design of the selected concept and technical solutions against project and system requirements
- Release of management, engineering and product assurance plans
- Release of product tree, work breakdown structure and specification tree
- Release of the verification plan (including model philosophy)

The PDR will consist of a **10-minute** recorded presentation. It is advised that teams use as many individuals from their teams to present as possible. Within the presentation, teams are expected to show:

- A table with team and management structure
- A Gantt chart with competition and internal deadlines
- Their design concept
- An initial analysis of their design to showcase its feasibility
- Their compliance with the NRC's requirements.

Categories which teams will be judged on for their PDR are:

- Quality of launch vehicle design
- Communication of design
- Simulation data
- Quality of rideshare payload design
- Systems Engineering
- Project Management
- Testing
- Media

DUE DATE: 28th November 2026





3.4.5. Phase C – Detailed Definition

The deliverable at the end of the Detailed Definition Stage is the Critical Design Review (CDR). It is normally carried out at the end of Phase C (detailed definition) of the project process, and according to ECSS-M-ST-10C Rev. 1, it should address the following objectives:

The primary objectives of the CDR are:

- Assess the qualification and validation status of the critical processes and their readiness for deployment in phase D
- Confirm compatibility with external interfaces
- Release the final launch vehicle design
- Release assembly, integration and test planning
- Release flight hardware/software manufacturing, assembly and testing

The CDR will consist of a document with a maximum of 30 pages, excluding cover page, reference, and appendices. Within the report, teams are expected to include:

- A table showing team structure and management
- An updated Gantt chart with competition and internal deadlines
- In-depth analysis verifying their design will function as intended (flight simulations, finite element analysis (FEA), etc)
- Computer-aided design (CAD) models
- Their compliance with the NRC's requirements.
- System architecture diagram

Categories which teams will be marked on for their CDR are:

- Quality of launch vehicle design
- Communication of design
- Simulation Data
- Quality of rideshare payload design
- Systems Engineering
- Project Management
- Testing
- Media

DUE DATE: 19th February 2027





3.4.6. Phase D – Build, Testing & Qualification

Upon receiving feedback for the CDR, teams shall be able to begin the final build of their launch vehicles. Following this, teams will need to demonstrate the key features of their launch vehicle in a Manufacturing Review (MR) and a Flight Readiness Review (FRR). The purpose of the MR is for teams to demonstrate the initial manufacturing, prototype development, and testing that they have performed. The FRR is intended to serve as a safety review which verifies whether the launch vehicle meets safety requirements and is ready to launch. **The manufacturing process is often underestimated in the amount of time it can take. Therefore, its completion should be planned accordingly by the team to maximise their efficiency, given the deadline.**

3.4.6.1. Manufacturing Review

The Manufacturing Review will consist of a **10-minute** recorded presentation demonstrating the updated status of the team's launch vehicle. Teams should highlight what has been manufactured, what remains to be manufactured, and what qualification and testing they have planned for the rocket. Teams should also remember to update and present their requirements compliance documents. Furthermore, it is important for teams to highlight how constraints on their available manufacturing resources have impacted the design of their launch vehicle.

As part of the Manufacturing Review, teams must present a prototype of the launch vehicle and include a short video demonstrating the assembly process. The prototype does not need to represent the final flight configuration and may still be subject to design changes; however, it should demonstrate that the team has made substantial progress in both the design and manufacture of the vehicle.

If a team is unable to meet a requirement, this should be identified clearly rather than being treated as compliant. Teams are encouraged to contact the UKSEDS NRC team to discuss any such cases as early as possible. Where appropriate, and on a case-by-case basis, alternative means of compliance may be accepted if the team can provide sufficient technical justification and demonstrate that the proposed design maintains an appropriate level of safety. Any deviation or alternative means of compliance must be agreed with the NRC and should not be assumed to be accepted without prior discussion.

Areas that teams will be assessed on in the MR are:

- Quality of launch vehicle manufacture
- Communication of manufacture
- Testing





- Media
- Quality of rideshare payload manufacture
- Systems Engineering
- Project Management
- Simulation Data

DUE DATE: 10th April 2027

3.4.6.2. Flight Readiness Review

The Flight Readiness Review will consist of a **10–15 slide PowerPoint presentation** demonstrating the final status and readiness of the launch vehicle. Teams should use a combination of photographs, diagrams, text, and other relevant evidence to clearly showcase the key safety-critical features of their design and demonstrate that the vehicle is complete and ready for flight. Teams must also provide appropriate supporting media, including clear photographs and short videos of the final launch vehicle, to complement the information presented in the slide deck. Where relevant, videos should demonstrate key aspects of the vehicle such as assembly, subsystem integration, recovery system installation, avionics operation, and other safety-critical features. This additional evidence will help the review team identify potential issues more effectively and provide timely guidance where changes may be required before the competition.

The submitted material should accurately represent the vehicle configuration that the team intends to fly. Any significant changes made after the Flight Readiness Review should be clearly documented and communicated to UKSEDS. **If a rocket is deemed unsafe, incomplete, or insufficiently flight-ready, the team will not be permitted to fly the vehicle on competition day.**

DUE DATE: 2nd June 2027





3.4.7. Phase E – Launch Day

This year, NRC is introducing a **two-day competition format**, expanding overall launch day capacity with the aim of improving the participant experience. Both days will follow the same programme of activities. Teams will be allocated to one of the two launch days and will only be expected to attend on their allocated day. On each Launch Day, a health and safety briefing will be provided which **all team members must attend**. Teams will be given a launch slot with an allotted time to set up, launch and retrieve their launch vehicles. In previous years, the competition has been hosted by Midlands Rocketry Club (MRC). A more detailed Launch Day information pack will be provided closer to the day⁴. A description of key site locations is provided below:

Paddock

Registration is located here along with a workshop, exhibition and food court. There will also be a help desk, toilets and a rocket storage area.

Flight Registration & First Aid

All teams should report to the flight registration area no later than 30 minutes before their launch window. In the unlikely event of any injuries, first aid supplies will be located here.

Motor Prep Area

This is where motors will be stored throughout the day. Once teams have registered their flight, they will be able to collect and prepare their motor here under the supervision of our experts.

Spectator Area

This is where all participants and spectators should remain when watching launches. Do not leave this area unless directly instructed to do so by a UKSEDS volunteer or the range safety officer (RSO).

Parking

Parking is available to all visitors. We can accommodate both cars and buses. Please remember to respect the 5 mph limit on the farm.

If you have any accessibility issues and believe you will require assistance, please email us at rocketry@ukseds.org.

DUE DATE: 22nd, 23rd June 2027 (Primary days) or 29th, 30th June 2027 (Backup days in case of prevailing weather conditions). 2 days notice will be given to participating teams in the event of the primary day's cancellation.

⁴ Venue is subject to change and teams will be notified accordingly.





3.4.8. Scoring

Teams will be scored in two main areas:

- Deliverables
- Launch Day

There is an even split in the marks between the two areas, meaning that a team's overall mark is equally dependent on their work throughout the year as well as Launch Day. The winning team is likely to excel in both areas.

3.4.8.1. Scoring Table Breakdown

Criteria	Points
Deliverables	600
Preliminary Design Review	200
Critical Design Review	200
Manufacturing Review	130
Monthly Reports	70
Competition day	500
Team's preparedness	25
"The Customer's" payload integration	25
Target altitude	200
Recovery system deployment	50
Successful recovery with minimal damage ⁵	50
Rideshare payload data	100
Rideshare payload innovation	50
Total	1100

⁵Minimal damage shall be defined as the launch vehicle retaining its ability to be flown again on the same day with minor repairs and effectively remaining 'motor ready'.





3.4.8.2. Preliminary Design Review

Criteria	Percentage
Quality of launch vehicle design	20
Communication of design	20
Simulation data	20
Quality of rideshare payload design	10
Systems engineering	10
Project management	10
Testing	5
Media	5
Total	100

3.4.8.3. Critical Design Review

Criteria	Percentage
Quality of launch vehicle design	15
Communication of design	15
Simulation data	15
Quality of rideshare payload design	10
Systems engineering	10
Project management	10
Manufacturing techniques	10
Testing	10
Media	5
Total	100





3.4.8.4. Manufacturing Review

Criteria	Percentage
Quality of launch vehicle manufacture	30
Communication of manufacture	20
Testing	20
Media	15
Quality of rideshare payload manufacture	10
Systems engineering	10
Project management	10
Launch vehicle video	10
Simulation data	5
Total	130

3.4.8.5. Altitude Marks

A graph showing the distribution of marks against apogee altitude can be found below. Please note that heavy penalisation shall occur above 3000 ft, as this altitude is the dual-deployment limit. The Notice To Airmen (NOTAM) limit for Midlands Rocketry Club is 3500 ft, so a mark of 0 shall be given to any teams that breach this limit.

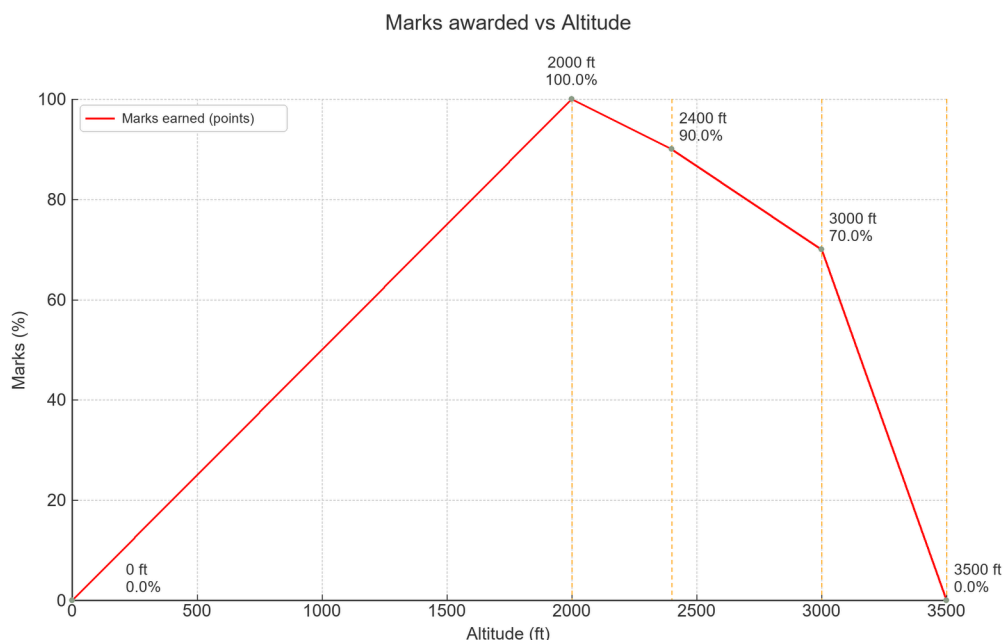


Figure SOW-2 - Distribution of marks against altitude





3.5. Rocket Motor

Please note that, due to substantial issues with motor supply in the UK over the last few years, **all motors for the competition shall be ordered by UKSEDS on behalf of the teams**. Furthermore, owing to the supply issues, UKSEDS cannot guarantee the availability of all Flame types, motors types or grains.

A non-refundable motor fee of £30–50 (TBC) will be charged from all teams before the preliminary design review (PDR). The exact deadline will be no later than 1 week before the PDR and will be shared with the teams well in advance. This will cover the cost of one motor per team. The motor will be made available to teams on the NRC Launch Day 2027. If a team decides to forfeit the competition, the motor will remain available for the team to use for the subsequent NRC Launch Day, their society/organisation (if either return the following year) or retained by UKSEDS as a bursary to teams requiring financial aid.

Rocket motors are more prone to failure the longer they sit on the shelf and are typically made to order. Thus, after the aforementioned one year has elapsed, the motor automatically lapses to UKSEDS ownership as a bursary for other teams. If a team misses Launch Day, UKSEDS and UKSEDS partners cannot guarantee the availability of the motors after this day.

3.6. Extensions

Each team is allocated an extension pool of three weeks⁶ (21 days) in total, which may be used across their deliverables. This extension pool may be used for any deliverable, except the FRR for which no extensions is permitted. If your team wishes to use part of its extension pool for a specific deliverable, please contact us at rocketry@ukseds.org at least 7 days before the original submission deadline.

Unless otherwise requested, an approved extension will normally be for 7 days from the original submission date. The number of days granted will then be deducted from your team's remaining extension pool. For example, if a team has its full 21-day extension pool available and requests an extension without specifying a duration, a standard 7-day extension will be granted. The team will then have 14 days remaining in its extension pool. If the team specifically requests a 14-day extension, this may be granted from its existing allocation, leaving 7 days remaining in the extension pool. Until an extension has been formally confirmed, teams should continue working towards the original submission deadline.

⁶ UKSEDS reserves the right to increase this extension pool at any time during the competition cycle if it is believed to be too generous or not generous enough. This is the first year of having a formal, publicly defined policy regarding extensions, hence alterations may occur.





Requests for extensions beyond the allocated 21 days may be considered on a case-by-case basis, but only under strict criteria, such as genuine emergency circumstances. Additional extensions are not guaranteed and remain at the discretion of UKSEDS. Teams should therefore use their 21-days allocation carefully and consider how they may wish to distribute it across different deliverables.

Teams should note that whilst points penalties will not occur on extensions requested in the appropriate timeframe and manner, the deliverable will not be marked until after all on-time submissions have been marked. It is likely that late feedback will be received by teams with extensions, hence reducing the amount of available time for action prior to the following submission.

3.6.1. Late Submissions

All submissions must be made by the time and date deadline specified by competition documentation, or by a new time and date agreed with NRC due to a permitted extension. All late submissions will be subject to points deductions at the discretion of UKSEDS, and repeated late submissions may lead to the removal of your team from the competition. Late submissions will be marked after on-time submissions, and teams may receive feedback at a later date than their competitors.

Time After Deadline (Hrs):	Points Deduction:
< 1	2%
1 to 6	10%
6 to 24	20%
24 to 48	25%
48 to 72	33%
72 to 168	50%





4. CODE OF CONDUCT

In the code of conduct, 'participants' refers to individuals or teams participating in a UKSEDS organised competition. By doing so, participants accept to follow the code of conduct as outlined below. Teams or individuals found not following the code of conduct will be removed from participation, with the potential penalty to be removed from future competition editions.

4.1. Usage of Artificial Intelligence

Participants agree to not use Large Language Models (LLMs) or equivalents to determine design decisions or determine the design process a team uses. LLMs may be used to help edit and improve existing text but must not be used to generate 'original' text. The use of LLMs to generate diagrams/images is strongly discouraged. All content produced by an LLM must be reviewed and should not just be copy pasted. Any use of generative AI in the production of deliverables must be declared within the acknowledgements of your report. Additionally, a log must be kept of all prompts and outputs produced in the usage of LLMs. If UKSEDS challenges the use of generative AI in any submission, the prompt log will be requested from your team as part of the review process.

Poor quality submissions and plagiarism which occur from the use of generative AI will incur the same penalties as those occurring without its use. Please ensure it is used as a tool to improve and refine written work, and fully understand its limitations across all applications before using it.

Teams may use Artificial Intelligence as part of their design, i.e. a computer based vision detection system which uses Artificial Intelligence for object tracking.

Participants should reach out to UKSEDS organisers to address any questions or concerns over Artificial Intelligence use.





4.2. Plagiarism Through Reuse of Previous Work

The purpose of the competition is to give students the opportunity to develop their technical, team-working and project management skills. Participants agree to not reuse material from previous competitions and correctly reference and credit work. Teams are allowed to take inspiration from previous years, but must ultimately produce work that is their own. Work which is considered plagiarised will be investigated and a decision will be made by UKSEDS. Plagiarism may result in heavy penalisation or disqualification, and the decision is at the discretion of UKSEDS.

Participants agree that a significant majority of the work they submit is produced from members registered in the UKSEDS competition. Members not registered within the team are allowed to provide feedback and reviews for designs, but they must not play an active role in making decisions concerning the design or analysis performed by the team. Participants agree to contact UKSEDS organisers if they have any questions or concerns regarding what is allowed.

4.3. Conflict of Interest

Participants agree to not compete whilst being an active member of the UKSEDS Competitions team. Participants which are involved in UKSEDS in any capacity, even if their role is not within the UKSEDS Competitions Team, shall notify UKSEDS prior to competing, and a decision will be made regarding the conflict of interest. Any participant found to be a UKSEDS volunteer who has not declared the conflict of interest will be removed from both the competition and UKSEDS. The team they participated in will also be disqualified from the competition, with the potential to be disqualified from future competitions at the discretion of UKSEDS.

Participants should avoid engaging in any activities or relationships that could create a conflict of interest with their role within the competition. This includes personal or financial relationships that may compromise their objectivity, impartiality, or decision-making processes towards the organisation. Any conflict of interest should be notified to UKSEDS and clearly disclosed in the conflict of interest declaration within the competition registration form.

4.4. Unfair Advantage

UKSEDS organisers agree to share information with all teams at the same time, or within an acceptable margin, such that one team or a group of teams receive an unfair advantage. Participants agree to not seek information from UKSEDS unofficially, and participants that are found doing so may be subject to the same consequences laid out in **point 3** of the code of conduct.





4.5. Respectful and Inclusive Behavior:

All participants are expected to be friendly, kind and respectful at all times, in order to help create a welcoming and inclusive environment for everyone involved. Discrimination, harassment, bullying, exclusionary, or disrespectful behaviour will not be tolerated. This includes (but is not limited to) threats of violence; insubordination; discriminatory, excessive, or inappropriate jokes or language; sharing sexually explicit or violent material; personal insults, especially insults using racist, sexist, or otherwise offensive terms; unwelcome sexual attention; posting others' personal information or encouraging any of these behaviours. Any complaints or concerns raised by UKSEDS, participants, or external parties will be handled in accordance with UKSEDS policies, which may lead to the removal of misbehaving participants from the competition and future competitions.

4.6. Social Media and Public Communications:

When discussing or representing UKSEDS on social media platforms or in public communications, participants and organisers are expected to maintain a positive and respectful tone. This includes being mindful of the content posted, respecting the privacy and confidentiality of others and promoting a positive image of the organisation. They must avoid sharing confidential, personal or sensitive information.

4.7. Social Events and Gatherings:

During in-person events hosted by UKSEDS (Launch Day for example), participants are expected to conduct themselves in a respectful and responsible manner and adhere to UKSEDS guidelines.

4.8. Professionalism and Dress Code:

Participants are expected to adhere to a professional and appropriate dress code for in-person UKSEDS organised events. They should dress neatly and modestly, maintaining cleanliness and good personal hygiene. Dress codes may vary depending on the nature of the activity.

4.9. Safety and Security:

Your safety and the safety of others are of utmost importance to us. Follow all safety guidelines, procedures, and instructions provided by UKSEDS or the designated safety officer. If you notice any potential hazards or unsafe conditions, please report them immediately.

4.10. Compliance with Laws and Regulations:

Participants are expected to comply with all applicable laws, regulations, and policies. This includes (but is not limited to) health and safety regulations, privacy laws, explosives handling laws, radio frequency laws, etc.





4.11. Integrity

Participants must avoid placing themselves under any obligation to people or organisations that may attempt to inappropriately influence the participants in their work. They should not act or make decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests or relationships.

4.12. Accountability

Participants are accountable for their decisions and actions. They must submit themselves if they cause any negative impacts towards the stakeholders of UKSEDS competitions.

4.13. Openness

Participants are expected to be open about any situations or decisions which could impact the competition, other participants, or UKSEDS organisers. This can range from engineering risks to public engagement for the competitions. UKSEDS organisers shall communicate information in a fair manner across all teams, so that no single team or group of teams gain an unfair advantage. Furthermore, any information which could impact the team's ability to participate in competitions should be communicated in a timely manner.

4.14. Honesty

Participants are expected to be truthful, exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.





5. Appendix SOW-1: Public Engagement Award

One of the most important parts of our roles in this industry is public engagement: inspiring future generations to look at STEM areas for career opportunities or informing the general public on the importance of STEM. Therefore, UKSEDS encourages teams to perform public engagement through their entry for the competition. Each team has an optional submission alongside their FRR, outlining a summary of their public engagement activities with examples. This submission shall take the form of a video up to 5 minutes in length, along with an evidence table containing relevant links. Teams shall **not** be penalised for having made no efforts towards the public engagement award, however a submission stating this is still required.

5.1. What should be in the video:

Teams should describe their public engagement goal, whether that involves gaining funding, promoting their society, or educating people about space. Teams should then state their intended audience(s). Teams should also explain any content they've produced and how it aligns with their goal, as well as any activities that have been carried out. **Assessment for the public engagement prize shall then be based on the following criteria based on the evidence provided in teams' submission:**

Criteria	Description	Scored out of
Activity breadth & frequency.	How many different avenues (e.g. running an Instagram page, hosting in-person events at the team's university, going into schools to give talks, etc) have been taken? How often (e.g. hosting multiple events, frequent posting, etc) has an activity been done?	5
Quality of activities	How much information has been provided? How clear is their communication? How appropriate is it for the intended audience? How engaging is the content? How relevant is it to the team? Are activities directly driven by the team?	10
Quality of submission	How well have the team presented their engagement efforts? How clearly have they summarised what they have done? Does the evidence table provide links to back up what they have done?	3





5.2. What counts as an “activity”?

Anything! As long as teams can justify how it is relevant to their goal, anything goes – from Instagram and TikTok posts to hosting society talks and going into schools. Below are examples of two teams’ submissions for the Public Engagement Award and how they would be marked:

1. *Team A is aiming to promote their university space society to fellow students. They have an Instagram page with photos of their launch vehicle and project updates to encourage other people to check out the society. In their submission, they show example posts from their Instagram page and generally describe how the posts are primarily intended to show off the work they’ve done. In their evidence table, they provide a link to their Instagram page.*

Breadth and frequency of activities: 2/5

The team only has an Instagram page, but they have evidenced a range of posts, ranging from the design updates of their launch vehicle, how they do project management and showing off launch vehicle testing.

Quality of activities: 4/10

Information in Instagram posts is clearly presented and clearly intended for university students. An appropriate level of detail is provided in posts. Content is limited in its engagement, but is directly relevant to the team as they show off their own journey. The team clearly runs the Instagram page themselves and makes all of its content.

Quality of submission: 3/3

2. *Team B is aiming to promote working in the space industry as well as STEM. Their intended audiences are primary school children and university students.*

They have registered with STEM UK and hosted two events in their local primary school. Firstly, they gave a talk on space and showed off their launch vehicle, explaining how it works. Then, they held an interactive workshop where they helped the children make a model car. At their university, they have hosted similar events such as talking about their launch vehicle and collaborating with other societies to host an Arduino coding workshop. Their Instagram page is managed by the university’s wider space society.

In their submission, they present Instagram posts, pictures of talks and marketing of said events. They also show pictures from the primary school workshop, providing evidence of presentation slides, instructions, and the model cars that were made. They briefly describe their engagement approach, events they’ve hosted throughout the year, how they planned and catered their events and the feedback and





comments they received from the schools. In their evidence table, they provide all relevant links to back up what they have done.

Breadth and frequency of activities: 5/5

They have done multiple events for different audiences and promoted their events and team on Instagram. They have created a range of content, from workshops to marketing material.

Quality of activities: 10/10

All content is well thought out and appropriate for intended audiences. They have taken steps to make content engaging (in-person events, Instagram votes to influence their launch vehicle appearance, etc) Content ranges from being directly relevant to the team to also containing a wider scope of the space industry. Although their Instagram was handled by people not in the team, it is clear from the detail provided of their launch vehicle that the team must have been involved. The team has clearly planned, organised and attended their hosted events.

Quality of submission: 3/3





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