Dear Parents,

As you know we are planning to have our school fair on the Saturday 16th April from 11am to 4pm. To run this event we need lots of parent helpers starting now. Below is a list of Jobs that need to be done to make this a fun, fantastic event for all the school community. Some jobs have already been completed or are already underway.

Sponsors
- Businesses need to be approached asking for sponsorship of the fair in return for advertising their business on the day and in all our advertising both printed and electronic.

Donations
- People to collect donations for raffles and prizes

Advertising
- Banner Poles - are already booked but need to organise the banners
- Billboards through local real estate
- Facebook - underway
- Leaflets - for letter drop and shop windows.
- Newspapers

Stalls
- Take bookings and organise site plan and placement of stalls on the day

Food
- Decide what food school will be selling and organise school stalls.

Rides
- Decide what rides to have and book them.
- Organise wristband sales.

Entertainment
- Displays by local groups e.g. karate, community groups, School bands

"Sideshow Alley" Games
- Organise games and prizes

Novelties/Show Bags
- Organise Novelties for lucky dips etc

There will be a meeting for the fair this Friday 5th of February at 9am in the Staff room. Remember the saying “Many hands make light work”. Let’s all work together to make this an enjoyable fun day for everyone involved.

If you can’t make the meeting but would like to be involved please return the following slip.

Family Fun Fair Meeting
Friday 5th February 9am

☐ Yes I will be coming to the meeting
☐ Sorry I can’t make the meeting but the ‘jobs’ I would like to help with are:

______________________________________________________________________________
______________________________________________________________________________

Name: ___________________________ Phone: ______________________
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