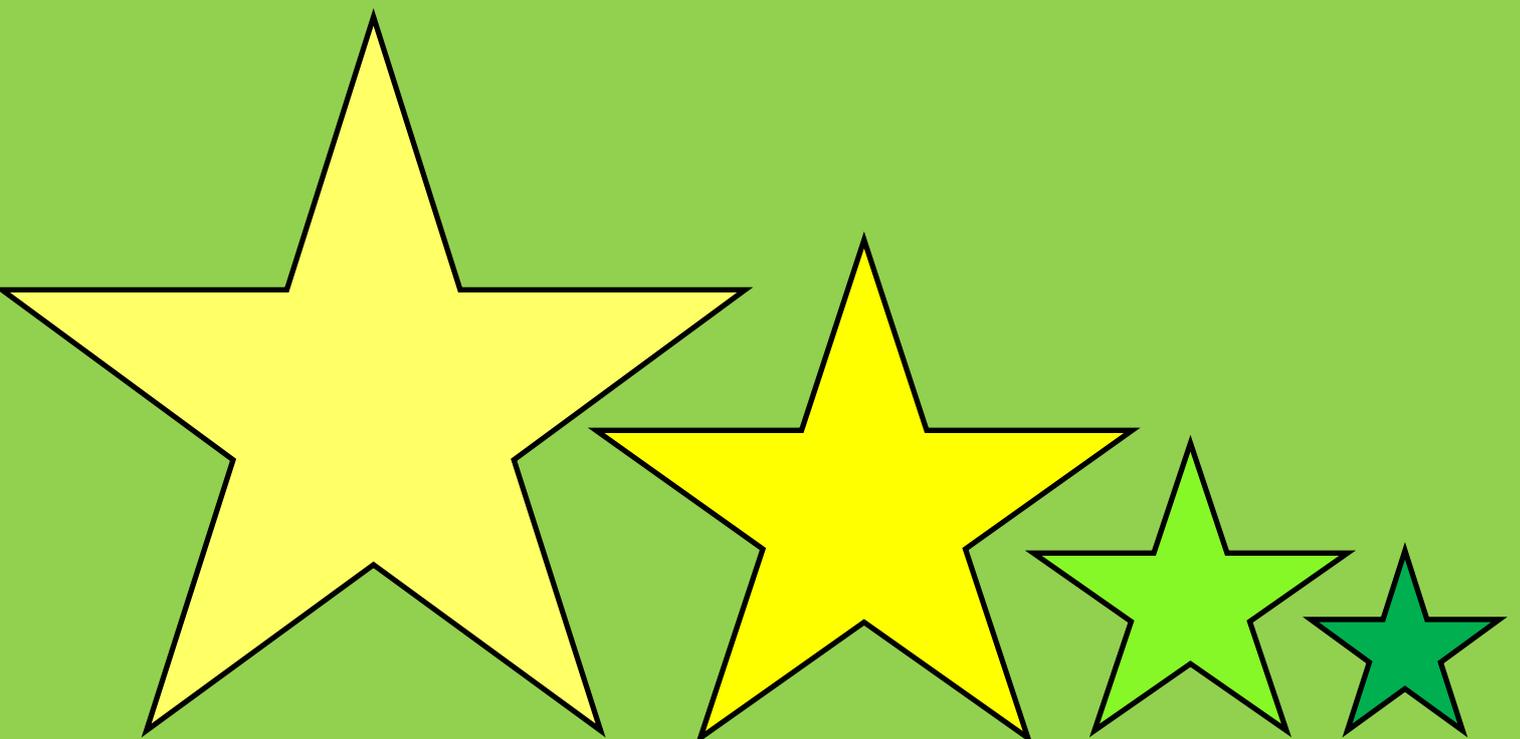




School Fundraising Guide

Primary and Early Years

Everything you and your school need to get started!



Hi!

Welcome to the Willow Burn Primary Pack – a specially designed bundle to help you get started on your amazing journey into supporting Willow Burn Hospice.

We have spent some time coming up with fun and easy ways that you and your school can help get involved with us, raise some money and ultimately help us continue the work that we do. You can choose from a range of activities, or come up with your own wacky plans – we love to hear about new ideas!

The important thing here is to have a lot of **FUN** doing anything you choose to do so keep things even easier your dedicated Willow Burn Fundraiser is:

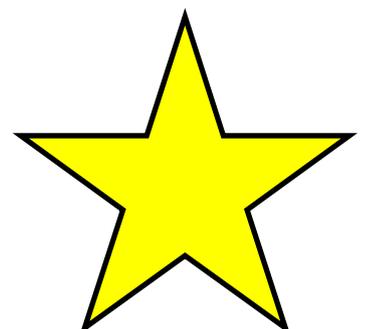
Name:

Telephone:

E-mail:

If you have any questions at all, just get in touch and we'll be happy to help!

Thank you for taking the time to consider supporting Willow Burn and we hope that you can join us, and our pal Rusty McNutty – the Willow Burn squirrel – on our amazing journey together.



What is Willow Burn?

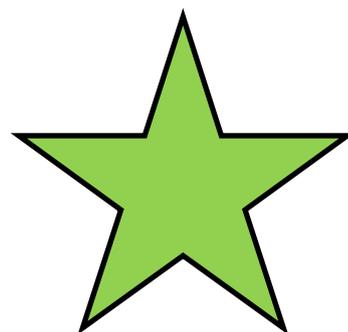
In 1989, Willow Burn opened its doors as a day hospice as a result of two fantastic ladies, Valerie Davison and Irene Mortimer. These two inspirational women believed there was a real need for hospice care in the Derwentside region, somewhere that people with a life-limiting illness could be cared for in a special way; given the dignity and compassion that can only be provided by a specialist, dedicated and respectful team of people.

Since then, the hospice has grown into something even more special. With a 4-bedded in patient unit, a family support service, day hospice and 4 high street shops – Willow Burn is growing year after year!

It is part of our ethos that all who need our services are fully cared for, not only on a physical level with our exceptional nursing team; but on an emotional one too. Our Family Support team offer specialised guidance and counselling not only for the patients but their families too.

Our services look after patients who have a wide range of illnesses including cancers, heart failure and more. Our specialist team are always on hand to make sure everyone is comfortable and safe.

For more information on any of our services please get in touch with us, or visit www.willow-burn.co.uk



What does your support mean?

Helping Willow Burn Hospice means everything to us as a team and also our poorly patients and families too.

Without help from generous people like you, and your wonderful school, we simply would not be able to offer everything that we do!

We have a very friendly Care team, full of nurses and care assistants that look after our visitors that come to stay at our lovely 4 bedroom 'home-away-from-home' here in Lanchester. We help people through very difficult times with our trained counsellors and listeners who are specially chosen to best look after everyone.

We have a really energetic and fun-loving fundraising team who are always coming up with new and exciting ways to raise lots of money so we can keep looking after the people who visit us. These Fundraisers are the perfect people to give great advice and support on maybe setting up your own fundraising ideas and you too can become part of the Willow Burn Family.

Everything we do is completely free to the people who need our services, but of course everything costs money! That's where you can help, helping us look after people from cross Derwentside.

We'd like to take the time to say a big thank you for choosing Willow Burn!



We are the Willow Burn Fundraising Team and we'd like to say a huge THANK YOU!

Fundraising Ideas

We know how tricky it can sometimes be to come up with something fun, new or exciting to help raise money so we've come up with a handy A to Z of ideas!

Please feel free to use any of these ideas to support Willow Burn and if you would like any more information on how to do it, or anything else then please get in touch!

A

Artwork sale or auction – why not hold an art competition and then sell the winners to proud friends and family!

Auction of Promises - people offer goods or services to be auctioned (eg tidying up bedrooms at home, promise to do all homework for a full year, etc.) *Handy tip: the promises most unusual for YOU often make the most money! For example, are you the chattiest in your class? Can you promise to have a Quiet Hour every day for a week?*

B

Bike rides - you name the distance and the route. Don't forget safety precautions and your helmet!

Book sales - get all your friends and relatives to clear out their book shelves and donate the books to you to sell, perhaps the school can let you use the hall?!

C

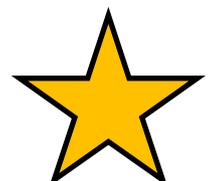
Cake bake - invite your fellow pupils to bring cakes and sweet treats and sell them to staff and friends at lunchtime!

Caption competition - you need a group of at least 25 people. Pick a really unusual photo or painting and then get everyone to submit a caption for £1. Winner gets 50% of the proceeds.

Carol singing – can you hold a carol concert in your school hall and invite your friends, family and pupils to come along for a small fee on the door?

Car washing – get those sponges out and ask staff and parents if you can wash their cars, donating the money they pay you to Willow Burn!

Children's fun day - parents pay for children to take part. Arrange entertainment, face painting, races etc.



Concerts and Plays – can your school host a concert of your band, choirs or even put on a play or pantomime for Willow Burn? It's a great way to have fun!

D

Dances - organise a disco and boogie on down with your friends!

Dog walking - get your neighbours to pay you.

E

Expert talk - use an expert or well-known personality prepared to donate their time. Charge admission, have a break to sell refreshments and auction their latest book, invention or autograph.

F

Fancy dress days - pay to wear fancy dress or dress down to school and fine those that don't make the effort. Non-uniform days at school are always popular.

Festivals - of craft, drama or flowers. You'll need a team of volunteers to design and create displays. Sell programmes, refreshments and organise stall sales.

Fetes - celebrities will help draw in crowds. But there's lots of work, planning and costs involved - so be careful!

Football match - collections at half time.

Fun runs - organise your own; you decide the venue and the distance. Try to get a local personality to compete or start the event off. Or, if you do not have time, simply book a place in an [officially organised event](#) and ask friends for sponsorship!

G

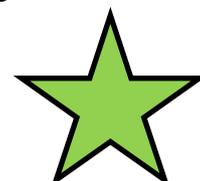
Garden party - or open garden; held in your garden, with stalls, games, refreshments and raffles.

Grow a beard or moustache – one for the male staff members!

H

Halloween party - hold a fancy dress party at your school. Ask for an entrance fee. Organise a DJ, spooky decorations and nibbles. *Have a fiendishly good time!*

Head shave - Ever thought about doing something outrageous and a little bit silly all in the name of charity? Staff, how about shaving your head, or men, waxing those legs?



I

Individual gifts - gift day, pledges, an hour's pay, donations, membership – the possibilities are endless!

J

Jelly eating competition - great fun for the kids.

Jumble sales – why not encourage parents to take a stall at a jumble sale to get rid of all those old clothes, bric-a-brac and more! Proceeds and/or stall fees can come to Willow Burn!

K

Knit - put your needles together and knit garments to be sold at fetes and Xmas bazaars.

L

Lucky Dips - wrap up mystery gifts and sell each one for £1! The mystery is unveiled, is the present good? Or totally wacky!?

M

Memory meal - transport yourself back to the 60s, 50s or the 40s. Dress in the style of the day and try to cook some dishes of the day.

Mile of coins competition - how many coins will it take? Person with the closest guess gets a prize.

N

Non uniform day - for kids at school – it's an oldie, but a goodie!

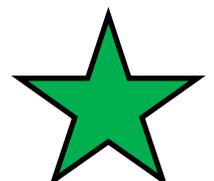
O

Outgrown exchange - a sale of children's clothes, books or toys.

P

Plant sale - next time you're planting seedlings or taking cuttings why not double the quantity and have a plant sale later in the year?

Plant a tree – speak to one of our Fundraisers to see how your school can buy a tree in our beautiful Willow Burn Wood!



Q

Quiz night – get pupils and staff involved for a quiz for all ages!

R

Raffles – can you hold your own raffle to raise money? There are things to consider for raffles so please speak to our fundraisers or read **Notes for Teachers** section for more information.

S

Scrabble competition – are you really good with words? Hold a competition and charge a small entry fee! It works well with other board games too.

Sponsored events - always popular. Bed push, half a beard shave, wheelchair marathon.

Sports events – can your school host your very own Olympics? Charge a small entry fee to spectators on the day

Stand up bingo - sell bingo cards around the room, each with one number on it. Ask all the participants to stand up. Spin the balls and when a number is called that person has to sit down. The last one standing scoops the prize.

Swimathon - kids and adults can do sponsored distances.

T

Talent competition – be the next star of Britain's Got Talent, right in your own school hall!

Teddy bears picnic - charge for entry and organise a clown, face painters etc.

Treasure hunt - get some prizes donated and organise a set of clues leading people from one location to the next. All participants pay a fee to enter. Finish with a barbecue?

U

Underwear out - wear your underwear on the outside for a day, ask your friends for sponsorship. Make sure it's clean!

W

Walk - take part in a sponsored walk or set up your own! **Teachers, please see notes.**

World meal - have an Indian, Caribbean or Australian meal at your school for your friends and family. Get everyone to dress up and charge an entrance fee.



X

Xmas card donation - instead of sending cards this year, just wish your friends, family and colleagues a good Christmas verbally and ask them to do the same. Donate the money you would have spent on cards to Willow Burn.

Y

Yes day - say yes to everyone's demands (within reason!) and ask people to sponsor you to do so.

Z

Zany events - the list is endless ... throw a custard pie at your teacher, eat jelly with chopsticks, greatest number of marshmallows in a mouth. People can get sponsored or pay to enter.

Volunteering!

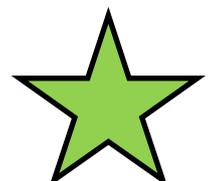
Although pupils will generally be too young to join in, volunteering can be a great way for staff and other support workers to get involved with the Charity!

We have a huge range of roles available, on a permanent, part-time and ad-hoc basis so if you're interested in working with the Hospice either on site, collecting cans from businesses, promoting or even helping out at events—we'd love to hear from you!

For an informal chat, please contact us on 01207 523900,

fundraising@willowburnhospice.org.uk

Volunteering—it's so rewarding!



Notes for Teachers

Fundraising and getting involved with a local charity can be a lot of fun, not only for the pupils but also for the staff too! However, as ever safety and legalities are always in mind also.

This is a short list of things to remember so that everything you do is fun, safe and above board!

Raffles - If you are hosting a raffle where the tickets are sold over a period of time BEFORE the winners are drawn, you should have your tickets printed professionally – please do not use cloakroom tickets.

Cloakroom tickets are brilliant if you are selling tickets and drawing the winners on the same day or at an event!

If you would like more information, please get in touch.

Street collections – if your school would like to hold a street collection for Willow Burn then you will need to speak to the appropriate licensing department of the council who supports the town you will be in. Your group will need a street collection license and this will take some planning. Speak to your council's team to see when is best for you both.

Safe working – All pupils and staff should adhere to standard health and safety guidance when fundraising on behalf of Willow Burn Hospice. Safe working is very important to us as we want everyone involved to be happy and have fun, whilst being safe also.

Walks, Runs and Outdoor Events – if you would like to host your own outdoor event, it may be that you will need permission from whoever owns the land you wish to use. If you are using school property then you will get permissions internally. However council land and private land must always have specific permissions and risk assessments done.

For more information please contact us.

The important thing to remember is that all pupils and staff have fun! This is not an exhaustive list – but if you have any questions at all, or would like to chat through some possibilities please get in touch with our fundraising team on 01207 523900 or email fundraising@willowburnhospice.org.uk