

PLANNING TEDDY BEARS PICNIC

EVENT DATE: SATURDAY 3rd AUGUST 2 - 4pm

SATURDAY 3RD	PREPARATION	WHO?
10.00am SET UP	Set up Yurt Fetch & Set out round tables (from St M) and chairs in Vicarage garden. Power or Battery Lanterns to Yurt Straw bales in Yurt Borrow 6 Bales	Whoever can help please
Portable PA	Collect from KLMC and set up in Glebe	
Refreshments	Set up Long table for serving drinks Vicarage Patio	WT
	Order Recyclable dishes	Lol - Done
	Set up Labyrinth	Richard S
	Put out signs, top of Ruskins View	
	Bring Hot water flasks & Portable water boiler , Cups from KLMC	
Donations of washed and cut up strawberries.	(whole strawbs choke hazard young kids)!	
Bring Milk, Tea, Coffee Juice,	Set up in Vicarage	
Bunting on Yurt?		
Publicity	Upload invite to See & Know fb page	Eve
	Collect from KLMC and set up in Glebe	
Upload to Church fb		Wendy T
A4 Poster in Chapel & St Mary's & Boards in Churchyard – Handouts to CIC & S&Kn Include in AKL	Lol, WT	Done

Risk Assessment		Lol
First Aiders		
ACTIVITIES Start 2.00pm	SET UP	VOLUNTEER
Face Painting	Mary &? Table and 4 chairs	Mary, and ?
Serve Drinks & Strawberries		
Story Telling - at Intervals	Timings tbc	
Human Fruit machine	RS	Richard
Construction Mat Duplo/Wooden bricks	Mat or carpet needed Lol	Self directed
Welly Throwing	League table of scores – welly throwing; Tape measure WT, Lol	
Egg & Spoon	Need 12 hard-boiled eggs	
Bean bag throwing to Ladder		
Community Art/Messy Tate Temporary line prop for drying art	WT, Lol	Self directed
Labyrinth	RS	Self directed
Wet sponge throwing?		
Photo Booth ?		

NOTES

If wet – In St Mary's

Lanterns – If anyone has camping battery lanterns please can we borrow?

Wash off – spray marker paint – race lines

Either add your name to the task on the sheet and email back to Wendy or sign the hard copy in church. Alternatively drop Lol or Wendy an email with your offer.

Wendy email – wendy.thornton@methodist.org.uk

Lol email – lol@cilfamilyproject.org