

Guidelines for teachers

How do you start?

In some cases it may be possible for a Ruth Hayman Trustee to visit your class to talk to your students, using the attached materials. Email us on info@ruthhaymantrust.org.uk

If not, all the materials you need to introduce the Trust and prepare for a fundraising activity are here.

Teaching session/s

We advise that you prepare for this lesson using the materials on this website. The lesson plan is designed to be a guide to be adapted for your students. It usually takes about an hour and a half including time for students to discuss and decide on the type of event and to start making practical plans for the actual fundraising activity. It is important that the students make the key decisions and take responsibility for the event.

'Please help the Ruth Hayman Trust' reading activity.

True/false exercise – Entry Level Worksheet 1

Level 1 exercise Worksheet 2

Those who finish early may need a supplementary activity. You could use the Ruth Hayman Trust most recent Annual Report.

Vocabulary exercises

Entry Level Worksheet 2 – you need to make cards. Those that finish early can think of other ways to raise funds. Demonstrate the difference between raffle and tombola by holding a mock raffle /tombola in the class. You'll need to have a couple of small prizes.

Level 1 Worksheet 1 – gap fill exercise

Discussion about what to do

You could use the photos about what other classes have done to stimulate discussion. Lower levels may need to practise the structures for giving opinions, agreeing, disagreeing but the focus here should be on fluency not accuracy.

Reporting back/decisions

It has to be the students' decision within the parameters of what is practical in the College/Institution. In our experience students have always been very enthusiastic.

Planning the event

Get authorization to run the event and check risk assessment required by the event / activity.

Tasks include: designing publicity; talking to other classes/teachers about the event; deciding on who does what on the day, prices, ensuring health and safety.

The event

During the event the students should take responsibility for selling, collecting money, tidying up, etc. Please take photos of the event and get students' permission to use the photos for publicity purposes.