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14th November 2018

CHRISTMAS FAIR - YEAR 6 JUNIOR CITIZENSHIP STALLS

Thank you for showing an interest in running a stall at this year's Christmas Fair.

This experience could count towards your Junior Citizenship Awards either as a way of raising money for the charity of your choice or as the finance challenge. This letter sets out what you need to know.

Choice of stall

We would like you to plan and run your own stall being as imaginative as possible. You can purchase or make things to sell but please make sure it doesn't duplicate the other HSPTA stalls.

Supervision and money

You will have to have at least one adult with you on the stall to help supervise, so if you are doing this with friends, make sure at least one parent per stall will be there to help. This is particularly to supervise handling of money. Make sure you show them this letter so they know how it all works.

You will need to provide your own float (pot of money) to be able to give change to your customers.

There is no charge to you for having a stall. Instead, we ask for a small donation, which we suggest is between 10-20% of your profit, which will go to the HSPTA. (This means that the money goes back to your school in the end and you will benefit from it!). The rest of your profit is yours to use how you wish.

If you don't make a profit, you do not need to pay any donation.

Key information about the event

- Date: Saturday 1st December
- Time to set up: From 10am
- Start time of event: 2pm
- End time of event: 5pm
- Clear-up time: till 6pm

You will be given a table within school, but you will need to bring with you everything else you need for your stall (float, any decorations, price labelling etc.).

Your supervising adult will need to be with you at the stall throughout the event.

Next steps - If you would like to have a stall, please complete the slip attached and return it as soon as possible but by MONDAY 19TH NOVEMBER.

HSPTA Team



To: Junior School Office (for collection by Liz Dodd or Kim Palmer Taylor)

I/we would like to run a stall at Christmas Fair

Name(s) of pupils: -----

Name of supervising adult: -----

Contact email address of supervising adult for further communications:

Description of stall: -----
