

## Athletics Carnival

Friday 1st September 2017

Event run by Year 2 Parents

Written by Sarah Bardsley and Noleine Swaine

Updated by Federica Battaglia

## Time

Week 7/8 of Term 3 – This year the date is Friday 1<sup>st</sup> September, Food Stall held at Recess

Need to liaise with Deb Hands what time kids come out for recess as it depends on carnival program.

## Venue

Undercover area near school pool

## Cost

Between 50c - \$2 per item. Remember that most kids will only have a gold coin.

## Catering

**All food items described in this document are optional and a guide only.**

Parents donate a variety of cakes, slices, biscuits, Quelch icy poles and fresh fruit platters for children at recess. CLPs organize parents to make pizzas and smoothies. Several businesses have donated goods in the past including homemade sausage rolls from the Red Chair and scones from Bakers Delight. Healthy food options should be encouraged. Ask parents from your year group to bring one plate per family, but also invite parents from the wider school community to donate. Pizzas are also sometimes made using the school's pizza ovens. Please ask 1-2 parents from each class to bring fruit or vegetable platters that could be offered as a FREE snack to encourage healthy eating.

We approached local Supermarkets for sponsorship, which they kindly donated:

- 9litres milk (needed more milk)
- 3kg banana's (need freezing for smoothies)
- 12 punnets strawberries (need freezing for smoothies)
- 2.5Kg block virginia ham
- 2pkts Mozzarella Cheese
- 4 (1kg) block cheese
- 7 packets Quelch icy poles (24 in a pkt) at least double this was needed
- 14Pkts Bazaar Lebanese Bread ( 6 in a pkt)
- 3litres milk for coffee/tea

## CLP emails

CLP's email class lists to inform parents to bring cakes, slices, muffins, cookies, savoury food and that assistance is required on the carnival day (approx 12 plus parents are needed and more is helpful)

- Send email about the Food stall details to Joanne Dumaresq, the school librarian to put a notice in school newsletter
- Write thank you letters to any donors
- Take photos on the day for newsletter

## General set up on the day

- Set up & pack away plastic trestle tables which are kept in the wood shed.
- Set up tables so they are spread into "stations"
- Quelch Icy poles (1 table) - 2 parents
- Smoothies (1 table) - 3 parents
- Coffee (1 table) – 1 parent

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Same setup as for Swimming Carnivals

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- Put up laminated price cards - kept in school kitchen (SK)
- Collect plastic containers for money from SK
- Put up P&C banner kept in SK in a tube
- Get extension cords, power boards from SK
- Float kept in safe in sick bay room (front office)
- Start coffee urn EARLY as possible (takes approx 45 min's to brew) if selling coffee
- Start hot water urn for tea's/hot milo from SK if selling coffee

### General pack up on the day

- Return all kitchen items to their rightful place in a CLEAN condition
- Remove float, return it to the SAFE in front office
- Count and bag money. Complete P&C fundraising detail form. Bank and advise the treasurer.
- Leave platters and plates in undercover area or kitchen for parents to collect. Its advisable to ask for donations to be given on disposable plates so they can be thrown out at the end.
- Return coffee urn to Brew Ha, if applicable.

### Pizzas

- Quantities for 80 pizzas (320 slices)
- 14Pkts Bazaar Lebanese Bread ( 6 in a pkt)
- 2.5Kg block Virginia ham (chopped with Thermomix or food processor)
- 2 x 500g grated Mozzarella Cheese
- 4 x 1kg block cheese (grated with food processor grater)
- 7 bottles of pizza sauce

#### Night before

- Make up the pizzas using pita bread with tomato ham and cheese.
- Stack 5 pizzas (8 pizzas if just tomato and cheese) on plastic trays alternating pizza, grease proof paper and then wrap them in glad wrap Put in fridge over night. Do not stack trays on each other as it wrecks the pizzas.

#### On the Day

- 7 x pizza ovens, cutters, chopping boards( must be wooden ones), alfoil in SK
- Serviettes for serving pizza on in SK,
- Pizza's are cut into 4 pieces and sold for \$2 a piece.
- High power requires each oven to be run off a separate extension lead. Not possible to plug them all into a power board or this will blow the fuse.
- Start cooking approx 30 min before anticipated serving time and lay on platters covered with alfoil

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## Smoothies

### Quantities for carnival (estimated 200 serves)

- 12 litres milk
- 3kg bananas (need freezing for smoothies)
- 12 punnets strawberries (need freezing for smoothies)

### Before the Day

- Peel bananas and break into 3cm pieces. Wash and hull strawberries. Freeze in air tight containers.

### On the Day

- 8am on the day put milk in freezer to get it really icy.
- Collect 2 x blenders from SK
- Collect small and large plastic serving glasses from SK.
- Collect bucket of water and dish clothes for dealing with spills from SK

## Icy poles

### Quantities for carnival

- 7 packets Quelch icy poles (24 in a pkt) (asked Coles to freeze them)
- Had more packets donated from parents.
- NOTE: These will take much longer to freeze than you expect if done in domestic fridge. Allow several days.

### On the Day

- Leave icy poles in freezer till last minute.
- Use big esky from SK
- Need approx 6 pairs scissors for cutting (art room)
- Sold approx 400 @ \$1ea.

## Tea, coffee, milo

Please note this is optional as many parents visit local cafes before they come to the carnival

### Quantities for carnival

- 1 x urn of coffee – uses 1 bag of coffee
- 1 hot water urn
- Tea bags, Milo, sugar are stocked in the SK
- Milk - used from smoothie quantity

### Before the Day

- Book coffee urn at Brew Ha - they usually donate a bag or two of coffee. No charge for use of urn. NB: Management of Brew Ha has changed so this arrangement may also have changed).

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### On the Day

- Start coffee urn EARLY as possible (takes approx 45 min's to brew)
- Start hot water urn for tea's/hot milo from SK
- Collect teabags, sugar, stirrers and polystyrene cups from SK
- Sold approx 30 cups at \$2

### General pack up on the day

- Return all kitchen items to their rightful place in a CLEAN condition
- Remove float, return it to the SAFE in front office
- Count and bag money. Complete P&C fundraising detail form. Bank and advise the treasurer.
- Leave platters and plates in undercover area or kitchen for parents to collect. Preferably use disposable.
- Return coffee urn to Brew Ha
- Email treasurer and Events Co-ordinator of funds raised and any other comments or additions you would like to add to this document.

### Athletics Carnival 2013 Sausage Sizzle organised by Sarah Bardsley

A sausage sizzle was held which was extremely successful and raised a lot of money on the day. Order forms were sent out to the school community and returned to the front office with money for sausages (\$2.50/sausage). A running record sheet was kept of orders for each class. The total number of orders received was 410. We also advertised in the school newsletter and news feed.

550 sausages were bought from Farmer Jacks at \$3.99/kg and 24 packets of sliced bread for \$1.80 each. We sold 530 sausages and gave away the last 20 and had half a loaf of bread remaining.

Our plan had been to tick off each child's name when they picked up their order but that was very time-consuming so we ended up just giving out sausages. We filled the gas bottles for \$80. We put the P&C sign up and used the laminated signs for the food stall from the school kitchen.