



KEAS – SCHOOL PRESENTATION KIT

A guide for Kea Leaders

**ADVENTURE
PLUS!**



SCOUTS[®]
New Zealand

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Kea Section – School Presentation Kit

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Introduction

This booklet is a guideline to help you run a short Kea “taster” programme in a school. The programme has been developed for the Kea section with the School ages in mind.

| Time | School Years | Approx age | Start Transition | End age |
|----------------|--------------|------------|------------------|---------|
| 2 years in all | Year 1 | 5.5 years | Start term 4 | |
| | Year 2 | | | |
| | Year 3 | 7.5 years | End of term 3 | 8 years |

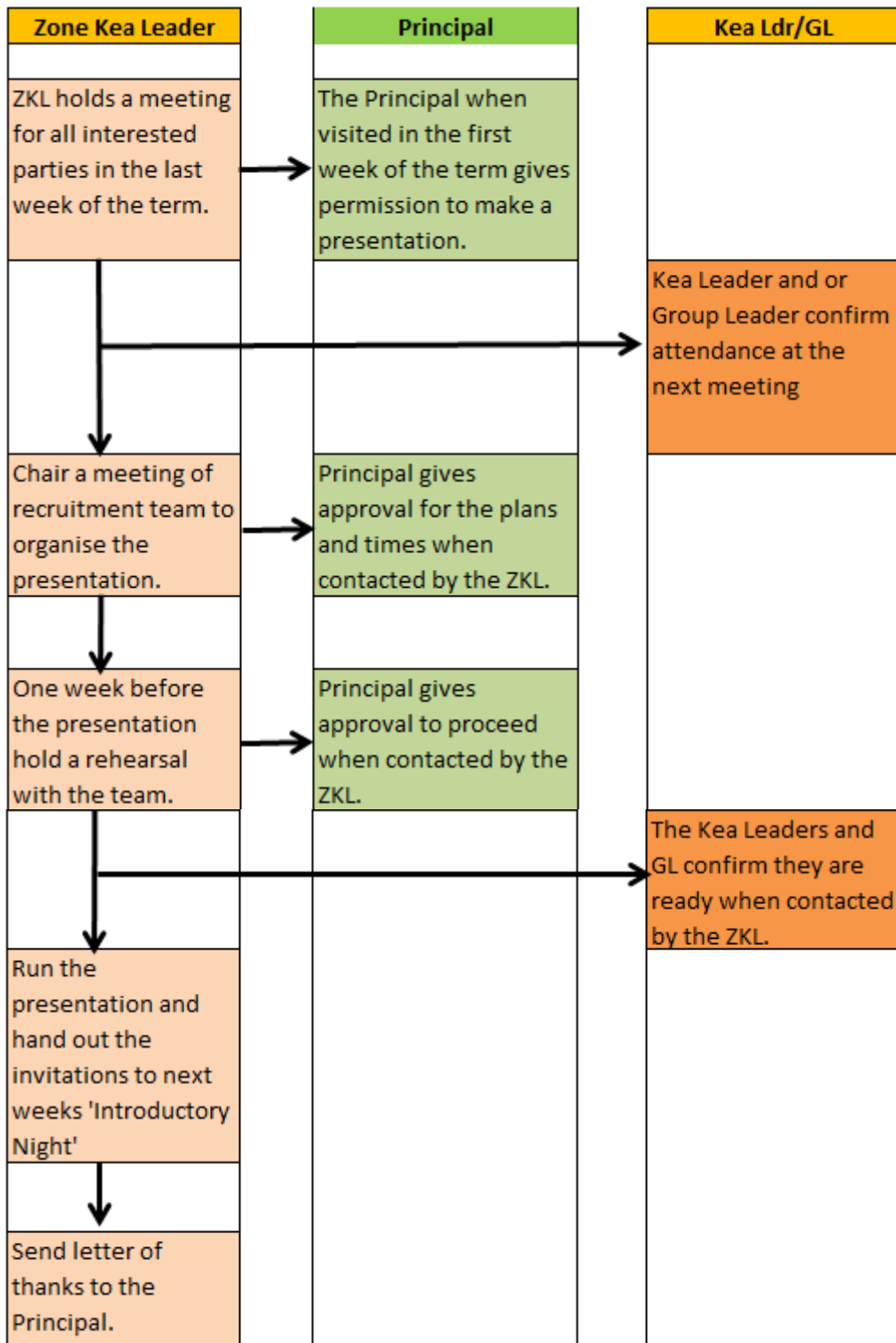
Be prepared

If you are well prepared before approaching a school, everything will run smoothly and successfully and show that SCOUTS New Zealand is organised in a professional manner. Practice the programme beforehand so you know exactly how to run it.

Planning the programme

- Where there are local Groups nearby and this recruitment drive is to get more Keas into these Groups or starting a new Club, work closely with the Kea Leaders and Zone Kea team to ensure the Group has the resources to support and receive the new Keas. Involve the Leaders from the Group(s) in the planning and running of the presentation. Also appoint a co-ordinator to ensure everyone is on track to make the presentation successful and that support for any new leaders is in place for up to 10 weeks.
- If you are opening a Kea Club in a New Group, work closely with the Zone Team to ensure a committee or support team are in place to support the Kea Club and any other new sections. Once again, expect to support the new Leaders for at least 10 weeks and probably longer.
- Approach the Principal of the school and ask if you could make a 30 mins presentation to the all the year 1 and 2 children, either during school time, during lunch, or after school. Give the Principal an outline of what Keas do, plus a copy of the programme you wish to run, and a copy of the invitation to be handed out to the children. Ask for an indication of the number of year 1 and 3 children at the school so you are prepared for the numbers. *Refer to the Resource Kit for a new Kea Club.*
- Arrange a day and time for the presentation which is no more than a week before the planned ‘Introductory Evening’ the children at the presentation will be invited to attend. Ideally the presentation should be 4 or 5 weeks before the end of term so any new Keas have time to settle in and enjoy the Kea Programme.
- If you cannot present to the School, ask if you can advertise the ‘Introductory Evening’ for prospective Keas by way of a written invitation the teacher could hand out to the children or parents plus a mention in the school newsletter.
- Remember to send a letter of thanks to the Principal for the help and give an indication of the success of the recruitment drive.

Work Flow Chart



Project time line in table format

| Time | Activity | Description | Materials | Leader |
|--------------------------|------------------------------|---|--|-------------------|
| Last week of term | Recruitment Team Meeting | Bring together the team, brainstorm and put together a plan for the project. Take notes and allocate jobs to spread the load. Send a copy of the notes to everyone within two days of the meeting | This document, paper, pens and pencils etc | RDM, or ZKL |
| Start of term | Approach School principal(s) | <ul style="list-style-type: none"> The Recruitment coordinator is to contact the Principal(s) of the local school(s) to try and arrange a date to hold the event. Aim for week 4 or 5 of the term. Explain to the Principal what Keas do, the recruitment plan, and invite them to attend the event and the Introductory night. Tell or show them the programme to be presented to the year 1 and 2 children. Get an indication of the number of these children at the school. | The presentation programme | ZKL or RDM |
| Weeks 1 to 3 of the term | Get organised | <ul style="list-style-type: none"> Gather the programme items needed and practice using them Create an attractive invitation to the Introductory night for the children to take home. | This document. Items for the programme. | ZKL and full team |
| 1 week prior | Contact the Principal | <ul style="list-style-type: none"> Confirm the time for the school presentation. Arrange for the Invitation to the Introductory night to go out with the School newsletter. | Invitation. Advert for the school. | ZKL |

| Time | Activity | Description | Materials | Leader |
|-----------------------------|---|--|--|---------------|
| Day before the presentation | Contact the school. Contact the recruitment team | Make a courtesy call to confirm with the school that all is in place and also the arrival time for the team. Allow 30 mins to get organised before the children are due to arrive. | | ZKL |
| Day of the presentation | At the school | <ul style="list-style-type: none"> • Meet the team outside the school 40 mins before the presentation is due to start • Enter the school together and introduce the team to the school contact or Principal. • Set up the activities in the allocated area. • Put on a fantastic presentation. • Hand out the invitations at the end of the session. • Pack up and tidy the area used. • Thank the Principal and staff and give them some feedback about how the activity was received. | <p>This document.</p> <p>Items required for the presentation.</p> <p>Invitations for the Introductory night.</p> <p>Kea brochures.</p> <p>CD of photos if any.</p> | ZKL and team. |

Kea School Presentation Programme – (30 mins)

| Time | Activity | Description | Materials | Leader |
|--------|--------------|--|---|-----------------------------|
| 3 mins | Introduction | Tell the children about Keas, the activities and the organisation. | Resource page 1 A4 Poster or Photos | ZKL and or GL and KLS |
| 10mins | Game | Balloon Relay – put children into five teams. | Pre inflated balloons, chairs or cones | KL |
| 4 mins | Active story | The Airsick Witch – put children into five groups. | See resource page 2 for the narrative | KL |
| 8 mins | Make & Do | Make a paper helicopter. | Resource pages 2 and 3. Paperclips | Team |
| 5 mins | Handouts | Thank the children for attending. Handout Invitations to the Introductory evening plus a leaflet for parents. | Invitations sheets Leaflets about Keas | ZKL |
| | Clean up | Clean and sweep the room. | Broom and rubbish bag | Team |



Resource Page 1

Session 1 – Introduction to Keas (3 mins)

We suggest you say something like this:

Today we are going to be running a programme that will give you an idea of what Keas is all about. Keas is the youngest section of SCOUTS New Zealand and is for girls and boys who are around 6 and 7 years of age. Once you have finished Keas, you can join the Cub Section.

Keas meet weekly on from topm at thehall.

There we learn how to care for nature and the environment, as well as ourselves and those around us. We take part in games and activities and sometimes we also meet on the weekend for a hike, a Kea Sleep over night, or a Kea Activity day.

By coming along to Keas you will have lots of fun, make new friends, and learn some new skills.

Here are some (A4) photos or posters that show Keas having fun at their activities.

Before you leave today, we will give you an invitation to take home to Mum or Dad. This invites you to a FREE Kea meeting next week.

Session 2 - Balloon Relay Game (10 mins)

You will already have an estimate of the numbers of children likely to attend so you will know how many balloons to pre inflate and the chairs or cones required. Set these up before the presentation starts.

1. Split the children into 5 or 6 teams and have them form up in lines at the opposite end of the hall from the chairs.
2. Give each child an inflated balloon.
3. On "Go" the first person places the balloon between their knees and waddles to the other end of the room, around the cone or chair and back to the team and tags the next person in line. Keep going until all teams have finished.
4. You may choose to either give each child a piece of string to tie on to the balloon so they can take it home, or have a race to see who can pop their balloon first.

Resource Page 2

Session 3 - The Airsick Witch

For this activity, divide the children into 5 groups with each responding to a different key word in the story. Each group is required to make the sound, or complete the action corresponding to the following words.

Group 1: WITCH – call out “BOO” loudly.

Group 2: CAT – Call out “YEEOOOW” loudly.

Group 3: HAT – Pretend to put a hat on their head.

Group 4: BROOM – Make a sweeping motion

Group 5: MOON – Clasp hands over their head and smile.

Narrator

Read out this story, pausing on the key words to give the children time to act out the word.

Once there was a WITCH, who lived on the MOON. The WITCH thought she had everything a WITCH should have. She had a HAT and a cape, she had a BROOM.

But one thing was wrong. Whenever the WITCH put on her HAT and her cape, and got on her BROOM and flew away from the MOON, she got airsick!

The poor WITCH had tried three times, but she never had any fun witching around at all.

So in desperation, one day she decided to go and see the oldest WITCH on the MOON and ask her what to do. The old WITCH said “What’s the trouble dearie”?

The Young WITCH said “Every time I put on my HAT and my cape and get on my BROOM and try to fly away from the MOON, I get airsick and never have any fun witching around at all”. And then she began to cry.

The old WITCH patted her on the shoulder and said “Where is your CAT”?

My “CAT?” replied the young WITCH.

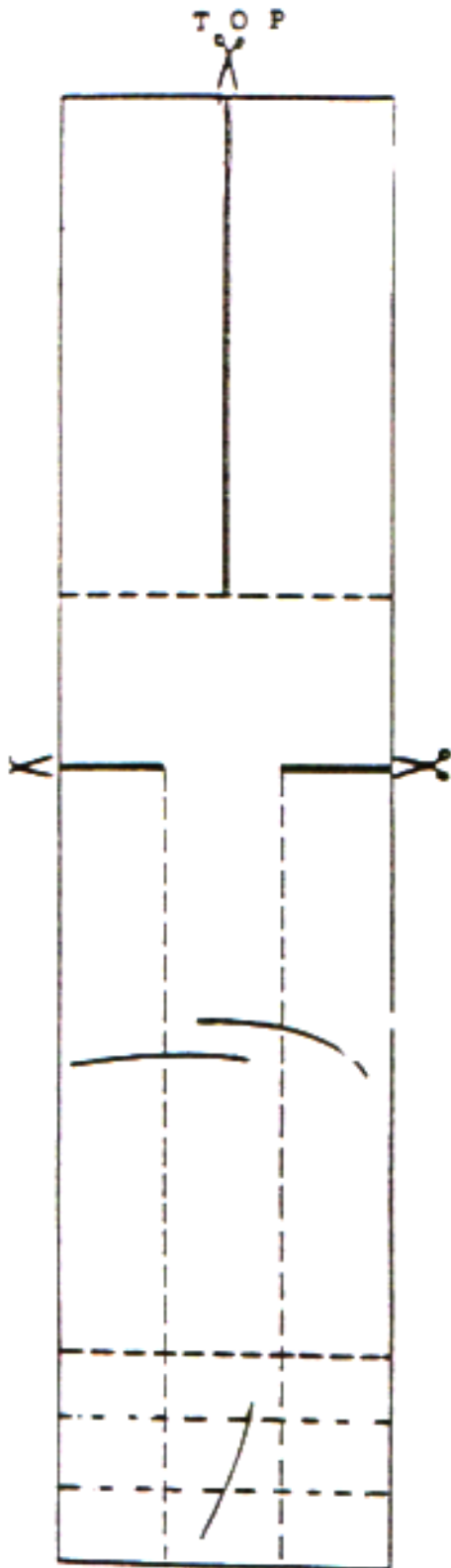
“Why yes dearie” said the old WITCH, “you need a CAT on the back of your BROOM when you leave the MOON so you won’t get airsick”.

So the young WITCH put on her hat and her cape and got a CAT and put it on the back of the BROOM and flew smoothly away from the MOON.

So remember, when you see a WITCH flying through the air on her BROOM, you can be sure she has a CAT riding along behind her.

Resource Page 3

Session 4 - Paper helicopter assembly instructions



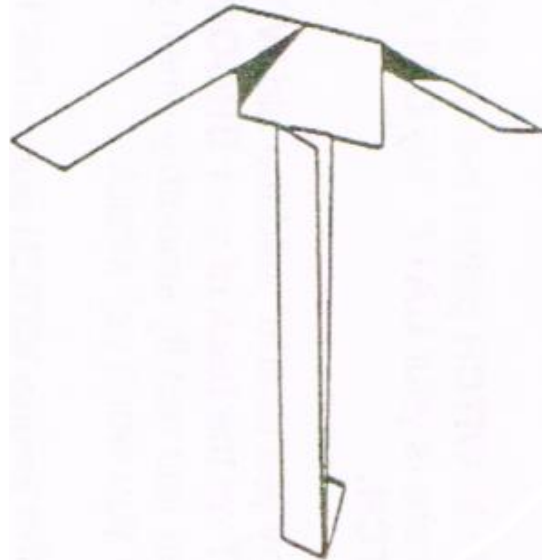
For the school presentation, precut the helicopter by making cuts along the solid lines so that each child has a slip of paper precut and ready to fold.

There are five "helicopters" on each A4 template sheet.

On the day of the programme, get the children to do the following:

1. Fold the flaps on the top along the dotted line, one folded forwards and the other backwards.
2. On the base, fold the edges in along the dotted lines.
3. Then turn up the end three times to keep the fold in place.

To fly the helicopter, drop it from the top of some stairs or a jungle gym etc.



Helicopter template – 5 helicopters per A4 sheet



Dear Parents / Caregivers,

Today your child attended a fun presentation at school for Keas, which is the youngest section of SCOUTS New Zealand. We are shortly opening a Kea Club in your area and would like to invite your child and yourselves along to an Introductory Evening so you can both find out a little more about the value and fun of Keas for your child and possibly yourself.

Keas is a Club for Girls and Boys aged between 5 ½ and 8 years who meet once a week for an hour to have fun and gain new skills. The programme is based on recreation and fun, while allowing the children to experience the outdoors and learn to care for nature, gain confidence and develop simple life skills.

The FREE Introductory Evening will be held:

Place:

Date

Time: .

This evening will be followed by another 3 free Kea sessions so you can try Keas out. The Introductory Evening will go for approximately 1 hour and 15 minutes and will include a short presentation of what we do at Keas and a little about SCOUTS New Zealand. Your child will need an adult such as yourself to attend this evening with them.

Please take time to read the attached information and if you require further information please contact phone

We look forward to meeting with you and showing you what great fun being a Kea can be.

Yours in Scouting

SCOUTS New Zealand



