



Party Planning



The content of this unit of work is aimed at UKS2 but could be adapted for use by other age groups or have additional extension activities included.

This is mainly a maths activity which sees the children advance their mathematical skills and undertake a number of different activities in a real-life situation.

At the end of the unit of work, the children will have to present (pitch) their ideas to the rest of the class, the class could vote for the best party and they could as a class organise the actual event. This will depend on how much you would like them to do.

(pitch) it to the rest of the class. They will compete with each other to see whose party is voted the best.

The class are to work in their teams (businesses). Groups can be the choice of the children or pre-organised by class teacher. Suggestion would be that the group sizes should either be 3 or 4 so that all members of the group are able to participate fully.

Each business should be given a budget for their party and access to the internet for research.

LEARNING OBJECTIVE	LEARNING ACTIVITIES	RESOURCES
Starter	<p>Ask the children to think of a party they have attended. Using their 5 senses, they should describe the party to their talk partner. What did they: see? hear? taste? smell? touch?</p> <p>You could develop this activity further as a separate lesson on setting a scene. This could be used as a piece of descriptive writing. The unit of work, resources and lesson presentation is included in the Lilidorei Christmas Resources.</p>	Slide 2
Introduction	<p>The children should be put into teams (micro business) to complete the party planning activity.</p> <p>Suggestion would be that the group should either 3 or 4 so that all members of the group are able to participate fully.</p> <p>Groups can be choice of the children or pre-organised by class teacher.</p> <p>Room could be organised so that the children can all sit together in their teams (micro businesses).</p> <p>If your classroom is not already organised for group work, it is suggested that this is done prior to the children coming into the room. Some classes may be comfortable with working in their group on the carpet or around one table. As the class teacher you know your class.</p> <p>Read slide 3 to the class</p> <p>Scenario – Party Planner</p> <ul style="list-style-type: none"> You have opened a business as a Party Planner for primary school aged children. Your first job is to plan a party for your class. You must plan the best party and present your ideas to the rest of the class to vote on which party they would like to attend. You will be given a budget for the party and you must remain within this budget. Your first task as a team is to decide what your business name is. <p>Read slide 4 to the class</p> <p>Your Brief</p> <p>You have been given a set budget for the party. You are going to plan a party for your class.</p> <p>The requirements for the party are:</p> <ul style="list-style-type: none"> You will need to decide on a venue, date, times and theme (if any) for the party You are to cater for everyone in your class who wants to attend 	Slides 3-4

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	<ul style="list-style-type: none"> • Every guest is fed adequately with party food that does not need cooking or heating up. • There must be a least one form of entertainment. • People must be made aware of the party and persuaded to attend through invitations and advertising • Within your business you will have to make some decisions together and then divide some of the tasks up so that everyone takes responsibility for one aspect of the party including: food and drink, entertainment, decorations and advertising. 	
<p>We can plan and estimate costs for our initial ideas and allocate jobs within our business.</p>	<p>Before showing slide 6 - ask the children what they will have to plan and organise to have a successful party.</p> <p>Their ideas could be written on a flip chart or other paper/resources to be included on the working wall (If available).</p> <p>Display slide 5 and see if the children did get all the suggestions + anymore of their own.</p> <ul style="list-style-type: none"> • Where will the party be held at? • How many will be attending the party? • What date will the party be on? • What time will the party start and end? • Will the party have a theme? • What entertainment will be at the party? • What food and drink will you have at the party? • Will everyone leave with a party gift? • How will you promote the party? <p>YOU WILL NEED TO GIVE THE CHILDREN A PARTY BUDGET.</p> <p>Hand out the Party Planning Activity Sheet. Suggestion is that this is increased to A3. Working as a team (Business), they need to work together to think of the initial ideas for their business and fill in the sheet.</p> <p>At this stage, try not to give any computers to research, this should be their initial thoughts and ideas, plus what they think should be the estimated budget for each element..</p> <p>Once this activity is completed, the children in their businesses should decide who will carry out each of the research required for their business with a specific role being given to one person who is responsible to find out this information.</p> <p>This should be written in the final column on their sheet.</p>	<p>Slides 5-7</p> <p>Party Planning Activity Sheet</p>
<p>I can research and cost the components required for our party that I am responsible for.</p>	<p>Individual Roles – this is an individual task. However, some children may need some support from other members of their business teams.</p> <ul style="list-style-type: none"> • You will now all have decided what is your individual job in your business and what you are responsible for. • Collect the research sheet that is applicable to your job. • You should use the internet to find out information required and costs. • You will need to use your mathematical functions to work out your costs. • Remember – you must stay within budget you have estimated for your responsibility. • You may find once you start getting actual costs that you may need to have a de-brief with the rest of your business to amend budget costs – some of you may have been given too much and some not enough. • You may need to re-think!! <p>You may want to advise the children what sites to visit to collect their research for those individual responsibility.</p>	<p>Slides 8-9</p> <p>Individual Research Activity sheets:</p> <ul style="list-style-type: none"> • Venue, Date, Time and Theme • Entertainment • Decorations • Food and Drink • Promotion <p>Computers – internet access for research.</p>
<p>We can draw our ideas together to input information for our final party planning.</p>	<p>The teams (businesses) should work together and use their researched information.</p> <ul style="list-style-type: none"> • Working in your businesses, you will now need to bring all your information together. • You will complete the details of your party. • Each person of the person will input the information they researched to complete the Final Costings Activity Sheet. Suggestion is that this is increased to A3. • Work through each line on the Final Costings Activity Sheet and fill in the information. 	<p>Slides 10-11</p> <p>Final Costings Activity Sheet</p>
<p>We can 'pitch' our party ideas to the rest of the class.</p>	<p>For this part of the activity, the children can use all of their own ideas to try and persuade their 'colleagues' to buy into their party. This can include props, dressing up, music, acting etc</p> <ul style="list-style-type: none"> • Working in your businesses. • You will need to 'pitch' (present) your idea to the rest of the class. • How you complete this is entirely up to you in your business. 	<p>Slides 12-13</p> <p>Allow the children to think of their own ideas for their pitch.</p>

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	<ul style="list-style-type: none"> • All businesses will present their party idea to the class who will then vote on the best idea. • Remember – the way that you present your idea to the rest of the class is as important as the information that you include in it. 	<p>You may want to have a 'pool' of resources that they can access if they want.</p> <p>Computers to produce materials they need for the pitch and a presentation if they require.</p>
<p>We can evaluate the success of our business.</p>	<p>Party Planning Evaluation</p> <ul style="list-style-type: none"> • Reflect on the party you planned in your business, including your 'pitch' to the rest of the class. • What did you do well? • What would you do differently if you were to complete this activity again? • What skills did you gain from this piece of work? 	<p>Slides 14-15</p>