

**RAISE
HEART
RATES RAISE
AWARENESS
RAISE
FUNDS**

**WE ARE
MACMILLAN.
CANCER SUPPORT**

The Big Sports Day –
your guide to getting active



Thank you for registering for The Big Sports Day – our fabulous fundraiser for schools and youth groups. By getting involved, you'll raise awareness of Macmillan, raise heart rates and raise funds for our life-changing services.

Inside this booklet, you'll find everything you need to plan and host a successful Big Sports Day event for Macmillan. And in the rest of the event pack, you can dig out lots of helpful stuff such as balloons, posters and stickers to make your event one to remember.

The steps to take

1. Pick a time and place

Use your existing sports day or set a date for a sporting challenge. You could do your challenge during a lunchtime club session or as part of a PE lesson. Don't forget to book a place to hold it – your school field, gym or hall.

2. Shout about it

Tell everyone about your event. Use the poster included in the pack, and print off more copies from our website if you need to. Remember to advertise the event on your school's website and in your newsletter to parents. Why not download our sample press releases and tell your local paper all about your event? Let them celebrate your great work too.

3. Get prepared

Before the big day, make sure you have all the equipment you need, for example, bunting, collection buckets, etc. If you're running a race, remember to use the enclosed finishing line and reward participants with a Macmillan sticker.

From sport to support

Don't let the finishing line be the end of your cancer awareness programme. Use our enclosed **Big Sports Day lesson plans** to help you educate your class or youth group about cancer in a confident and sensitive way.

You can also order our free PSHE-focused teaching packs (primary and secondary school versions are available) to help you continue educating your pupils. Lesson plans in the *Keep healthy, be active* pack look at balanced diets, smoking and fitness. Plus they're linked to all the UK national curricula. Go to macmillan.org.uk/schools for more information.

Get support online

Visit macmillan.org.uk/schools to access all of the following:

- downloads for The Big Sports Day, including press releases, posters and sponsorship forms
- fabulous fundraising ideas to support every element of your Big Sports Day
- our three websites for teachers and young people: *Cancertalk*, *Why Bother?* and *Teen Info on Cancer*
- Welsh language versions of many of our materials, including posters and lesson plan resource sheets.



Sports days are great fun – whether it's your class, year group or the whole school that gets involved.

Be a star and jump to it

This year, why not hold a sponsored star jumping challenge as part of your Big Sports Day? You could even try breaking the current world record of 51 jumps in one minute. Pupils could either get sponsored per jump or make a donation to take part in the challenge.

If a star jumping challenge isn't right for your school, you could hold one of these fun activities instead:

- **Fabulous frisbee** – find out which class can keep it in the air for the longest. Each class could get sponsored for every consecutive minute they keep the frisbee off the ground.
- Hold a sponsored **2km race** for the whole school to take part in.
- Have a sponsored **relay 'marathon'** – see how far can your school run in one day.
- **Shoot some hoops** with a three-on-three basketball tournament and charge a nominal entry fee that counts as a donation.

Make the fun go further

Kids love to see teachers letting their hair down, so we think they'll dig deep to sponsor a teachers' challenge. Why not compete with colleagues in a sponsored long-jump? Or how about seeing who can do the most star jumps in 30 minutes? You could even get parents involved and encourage them to make a donation to enter a race of your choice.

Other stuff to do:

- Set up a **drinks stall** for all your thirsty athletes. Pupils could make tasty beverages as part of their food technology lessons.
- Ask pupils to give up unhealthy snacks the week before The Big Sports Day and **donate** the money they've saved to Macmillan.
- Hold a **healthy picnic** for pupils, parents and teachers after your Big Sports Day ends. Visit macmillan.org.uk/schools for some simple and tasty recipe ideas.

Money matters

This sports day, we're asking pupils to collect sponsorship or make a suggested donation to get in on the action. It doesn't have to be much. But what they do raise will help to provide vital support to adults and children affected by cancer.

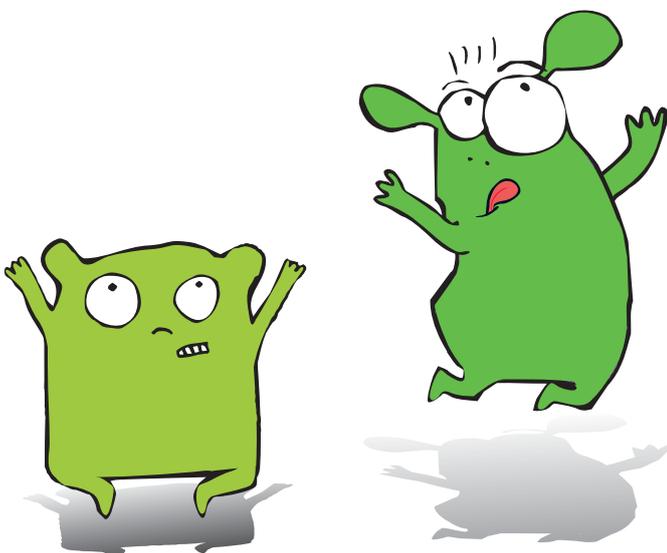
Ker-ching!

51p pays for one copy of *The cancer guide* to be produced.

£22 funds a Macmillan family support worker for an hour.

£184 funds a Macmillan nurse for a day.

£350 will fund a much-needed holiday for someone with cancer and their carer.



Collecting money

If you're collecting sponsorship as part of your Big Sports Day, then please use the sponsorship form enclosed in this pack. Feel free to photocopy the form, but remember to complete your school or group details before doing so. Without these details, we will be unable to claim Gift Aid – see macmillan.org.uk/donate for more information on Gift Aid.

Safety tips

When collecting sponsor money, young people should remember the following:

- make sure you have the form approved and signed by a teacher or guardian
- never approach strangers whilst seeking sponsorship or collecting funds
- never collect after dark or at a house where you are not known.

Paying in

Paying in at a bank

You can pay your money in at any branch of **NatWest**, **Royal Bank of Scotland** or **Ulster Bank**. All you have to do is use your unique paying-in slip, attached to the welcome letter in this pack. Don't worry if you lose it – simply call **0845 601 1716** for a replacement. Please **do not** pay your money into any other bank, as Macmillan may have to pay a charge and could even have difficulty tracing your payment.

Paying in online

Use our secure donation form to pay in online with your credit or debit card at macmillan.org.uk/schools

Paying in online using JustGiving

If you are holding a sponsored teachers' (caretakers'/classroom assistant) challenge, why not set up your own online sponsorship page to raise money?

1. Log onto justgiving.com/macmillanevents
2. Click on 'create your page'.
3. Select 'The Big Sports Day' as your event and set up your page.
4. Email the link to your colleagues and friends and get them to sponsor you for your sterling efforts.

Important: you should only use JustGiving to raise sponsorship for individual adult challenges. If you want to pay in the collective proceeds online from your Big Sports Day, please use our secure donation form: macmillan.org.uk/schools

Paying in over the phone

Call the Macmillan Schools hotline on **0845 601 1716** to donate using your credit or debit card.

Paying in by post

Having problems banking your money? Can't get to a branch of NatWest, Royal Bank of Scotland or Ulster Bank? Then please send a cheque made payable to Macmillan Cancer Support, along with your pre-printed paying-in slip and any sponsorship forms you've used to:

The Big Sports Day

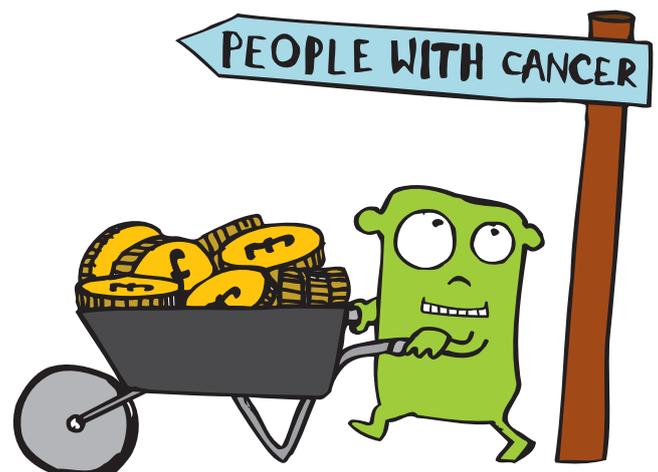
Macmillan Cancer Support
Freepost RG172
Bracknell RG12 1ZX

Thanks

We want to say a huge thank you to all the young people, teachers and group-leaders for being part of The Big Sports Day. To show just how grateful we are, we'll send you a certificate after the event to celebrate your achievements. If you'd like to celebrate individual triumphs then you can download additional certificates, including Welsh language versions, from macmillan.org.uk/schools

Send us your photos

If you have any photos of your event that you'd like us to post on our Hall of Fame pages of the website, email them to thebigsportsday@macmillan.org.uk





Dear Parent/ Guardian,

Your child has been invited to take part in **The Big Sports Day** for Macmillan Cancer Support on _____ (date). Whether they raise £1 or £100, feel good that they've raised valuable funds to support the two million people living with cancer in the UK today.

Most children will know, or have heard of, someone with cancer. You may have a friend or a family member who has been diagnosed with the illness.

Macmillan changes the lives of people affected by cancer by providing practical, medical and financial support. Macmillan is a force for change, listening to people affected by cancer and working together with them to improve cancer care.

Please help us support this important cause by encouraging your child or children to take part in **The Big Sports Day**. It's a fantastic way to raise money, raise cancer awareness and raise heart rates – all at the same time.

If you'd like to find out more about The Big Sports Day, visit macmillan.org.uk/schools

With thanks

Headteacher/ PE Coordinator/ Group Leader



Yes, I agree that _____ (name of pupil) can participate in The Big Sports Day 2010.

Signed _____ (parent/guardian)



'The Big Sports Day is a really fun way to get active and make a difference to thousands of lives. Every penny you raise will help Macmillan provide life-changing services to people with cancer, their family and friends.'

Beth Tweddle, Olympic gymnast

'Macmillan's Big Sports Day is a fantastic opportunity for budding young athletes to get involved in sport while raising vital funds for people living with cancer in the UK.'

Sir Chris Hoy, multiple World and Olympic cycling champion



'The Big Sports Day is a brilliant way for young people to get fit and have lots of fun while raising money for Macmillan Cancer Support. Having trekked through jungles, rowed the Atlantic and crossed Antarctica on foot, I know how great it feels to rise to the challenge. So I really want to encourage all schools to set themselves their own challenge and sign up.'

Ben Fogle, Macmillan Ambassador

For more information and Welsh language versions of our resources, visit macmillan.org.uk/schools 0845 601 1716



Macmillan Cancer Support, registered charity in England and Wales (261017), Scotland (SCO39907) and the Isle of Man (604).
MAC12688_GUIDELINES

100% recycled – please recycle.

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