

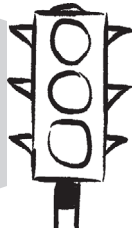


Preparing for FOODPLAY! — Checklist

1. Get READY...

(2-3 weeks prior to program)

1. Ready...
2. SET...
3. GO!



COMPREHENSIVE

Today!

- Promote the event to your school community:
 - Staff, Food Service Memos, and Student Activity Sheets** – Distribute to school staff.
 - Hallway and Cafeteria Posters** – Copy and hang up in your hallways and cafeteria.
 - Parent Letter** (English and Spanish) and **Tips** – Reproduce and send home with students.
 - Press Release** – Contact media and send out to your local newspapers and TV stations. (See note on Press Release for details).
- Add the FOODPLAY performance date to your school calendar.
- Check with custodian that the necessary preparations will be made to the performance space (see reverse side for details).
- Prepare a list of four students from different grades, whom you feel would be excited to participate in the Game Show. These children should be allowed to be photographed, in case media is present. Give this list to our troupe before the show. Please do not tell the students – it's a surprise!

Encourage all staff to follow up:

Please share the following links and resources with your staff: FOODPLAY School Resource Kit

Featuring:

- **FOODPLAY Teacher's Follow-Up Activity Kit** - *Standards-based activities integrate nutrition into core subject areas for year-round lessons! (Online)*
- **FOODPLAY Video Shorts** - *Bring FoodPlay back to the classroom with 14 fun-filled short videos (only 3 - 6 minutes each) that make nutrition and physical activity come to life! (Online)*

Available for download at:

www.foodplay.com/resourcekit

(Click on Healthy School Package - Password: HealthyKids)

Plus ... After the assembly, please distribute the following:

- **Fruit & Veggie Tracker Bands** - *Fun tools help kids eat more fruit and vegetables throughout their day! (Office will send)*
- **FOODPLAY Snack Cards** - *(Troupe will provide) Encourage kids to take home and post on their fridge.*

For more fun resources go to: www.foodplay.com/shop
For more free materials go to: www.foodplay.com/free-materials/

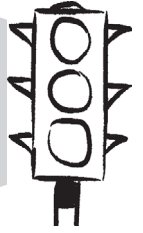
over →



2. GET SET!

The day of FOODPLAY...

1. Ready...
2. SET...
3. GO!



- Greet the FOODPLAY troupe (two performers) upon arrival for set-up, **90 minutes before showtime.**
- Have prepared:
 - ✓ A cleared and swept performance area (at least 18 x 18 feet) in auditorium, cafetorium, gym, or large room. If in your school's gym, please raise the basketball hoop.
 - ✓ Access to stage and/or house lights and electrical outlets.
 - ✓ One 5-6 foot table and three chairs placed in performance area.
- Give list of four student Game Show participants (that can be photographed) to stage manager. Remember, it's a surprise, so don't tell the students!
- The school representative (usually the principal, PTO representative, or food service director) will introduce the show. Our troupe will provide an intro card to read from.
- Call down classes at least 10-15 minutes before show time to make sure show can start on time. Please have all children seated and ready by performance start time.
- After the show, distribute to students - **FOODPLAY Snack Cards** (*troupe will provide*) and **Tracker Band kits** (*office will send*) to students.
- Make sure final payment has been sent to: FoodPlay Productions, 1 Sunset Ave, Hatfield, MA 01038

3. GO...to the show!

...And encourage staff to keep the FOODPLAY messages alive all year long!

Check out our free materials at: www.foodplay.com/free-materials/

Check out FOODPLAY Store at: www.foodplay.com/shop/

www.foodplay.com

