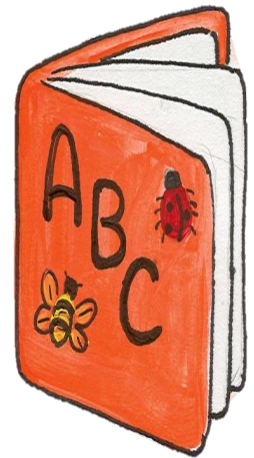# Spirit Week Activities by the Book

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Why _Do_ Lunchtime Activities?

➤To promote school spirit.

➤To give students the opportunity to perform.

➤To see different groups on campus demonstrate

their talents.

➤To let Leadership students apply skills they have learned.

➤To provide entertainment during lunch time.

➤To create memorable moments.

Getting Started

The keys to a successful lunch-time activity include:
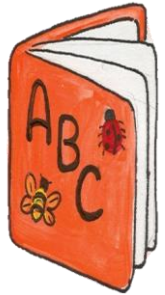
- ➢ Planning
- ➢ Publicity
- ➢ Implementation
- ➢ Evaluation

Planning...Things to Consider

What is the purpose of the activity?
➢ Is there a theme?
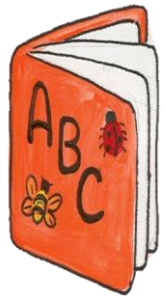➢ Brainstorm for ideas

Is it safe?
➢ Beware of potential hazards

How will the activity be played?

> ➢ Write a script.
> ➢ Give the rules of the game.
> ➢ Provide a simple, clear explanation.
> ➢ Make sure it isn't too complicated.

How much time will it take?

> ➢ The set-up
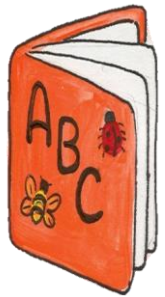> ➢ Selecting students
> ➢ The activity
> ➢ Clean-up

What is the risk factor?
➢ High vs. Low
➢ Will participants get messy, wet, or dirty?

How will you select participants or get
kids involved?
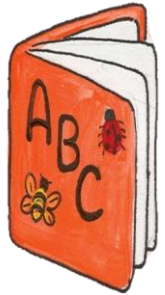➢ Avoid selecting same kids that always
   volunteer.

How much will it cost?
  ➢ Budget your activities.

How is the game won?
  ➢ Are there awards/incentives given?
  ➢ Is it fair in all aspects?

How does the physical area look?

➢ Map it out on paper first.
➢ Is it easy to see?

What is needed?

➢ Supplies (for the actual game)
➢ Equipment (sound system, flags, etc.)
➢ Music (enhance the theme)
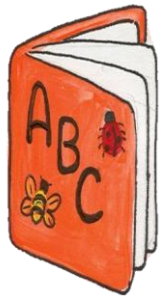
Planning...Other Important Factors

➢ Check with P.E. Dept. if using the blacktop area.
➢ Let administration know.
➢ Who's supervising?
➢ Who's providing crowd control?
➢ Historian on hand to record event.
➢ Weather: Is there a need for a Plan B?
➢ Allergies to food?
➢ Does it need to be practiced beforehand?
➢ What is the clean-up plan?
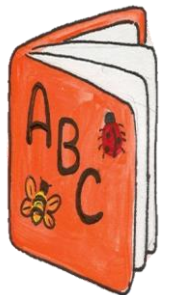
Planning an Activity

Spirit Week Activity Planning Form
"Make it big. Do it right. Give it class."

Date:_____ Day of Week: _____

Catchy Theme Name:_____

Names of People in Group: (#1 person is Commissioner of the day)
1._____ 2._____ 3._____
4._____ 5._____ 6._____

Spirit Day Dress –Up: (Be specific with description; What is counted & What isn't)
_____
_____

Person responsible for making spirit day form and getting it to Mrs. Wood a day in advance to Xerox:_____
Color of paper to Xerox form on:_____ or doesn't matter

Banner for Stage says:_____
_____

Color of Paper:_____
People in charge of Creating, Making, and Cleaning up Poster:_____

People in charge of Hanging Poster:_____
Any other Publicity?(What, Where and by Whom?)_____
_____

Describe the Lunch Activity: What will take place? Where will it take place? How do you win? How many people does it include? Is it safe? (Include a neatly drawn diagram of obstacle course on a separate piece of paper. Be sure to include each station.)_____
_____
_____
_____

List all Materials/Items Needed for Each Lunch:
_____ _____
_____ _____
_____ _____

Estimated Cost of Activity:_____
What awards will be given out? How many?

How will contestants be selected?_____

Who will be responsible for:
Bringing needed materials?_____
Buying needed materials?_____
Buying Awards?_____
Preparation/ Setting up Materials/Items for Activity?:_____

Setting Up/Marking Off Area?:(Cones, Flags, Loading Wagon)_____
Setting up Stereo and playing Music during event?_____
What 2 or 3 songs will be played? (Should reflect or enhance the activity)____

Writing out Clear and Concise Directions?:_____
Speaking on the Microphone and Giving Activity Directions (both lunches)?:___
Demonstrating the Activity?:_____

Crowd Control?:_____
Publicity Plug on Bulletin?:_____
Will your Activity need Judges?: yes no Who:_____
Photographer for Dress-Up and Activity (Notifying and taking pictures of dress-up students and activity):Before school:_____
1st lunch_____ 2nd lunch_____
Everyone in group is responsible for clean-up.

Possible Obstacles:_____
_____

Back-up Plan:_____
_____

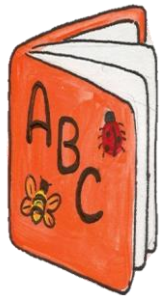This Spirit Day has the approval/disapproval of Mrs. Wood. Signature:_____

Assigned Date to Practice Activity:_____
Have all materials ready to go for a Practice Trial Run. Mrs. Wood needs to observe it. Practice will last from 2:15-2:45 on assigned day.

Publicity...Getting the Word Out

➤ Bulletin or Daily Announcements
➤ Flyers
➤ Marquee
➤ Social Media Post
➤ Banners/Posters
➤ Word of Mouth

Implementation...Let's Do This!

Practice makes perfect!

~Leadership students should:

➢ know all aspects of the activity and how it works.
➢ run the activity several times before the event.
➢ understand their job duty – before, during and after the activity.
➢ figure out the bugs or problems beforehand and modify when necessary.
➢ demonstrate the game, if possible.
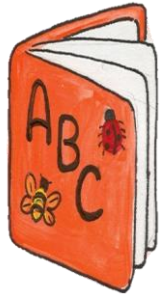
Before the activity begins

> Bring participants to corner to go over rules/answer questions .

During the activity

> Who are the judges? Fairness is important!!!

> Follow the plan.

> Guard the supplies/equipment/awards.

Evaluation…There's Always Room for Improvement

➢ Get feedback from people "on the outside".
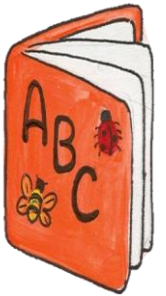➢ What went well?
➢ What didn't go so well?
➢ Did you stay on time and within the budget?
➢ Would it be worth doing again a different year?
➢ Start a file of successes.

Evaluating an Activity


EVALUATING AN ACTIVITY   Name _____
                          Day _____

Briefly describe the event _____

1. 5 4 3 2 1   Was it appropriate for the participants?
2. 5 4 3 2 1   Was it appropriate for the location?
3. 5 4 3 2 1   Was it easy to understand?
4. 5 4 3 2 1   Was it easy to see?
5. 5 4 3 2 1   Was it safe?
6. 5 4 3 2 1   Did announcer speak clearly and give simple instructions?
7. 5 4 3 2 1   Were all the materials there on time?
8. 5 4 3 2 1   Were materials adequate for the event?
9. 5 4 3 2 1   Was it visually attractive? Area clean, new materials, well marked
10. 5 4 3 2 1   Was there a minimum of confusion?
11. 5 4 3 2 1   Was the music appropriate for the event? Enhanced the theme?
12. 5 4 3 2 1   Were all materials put away at the end of activity?
13. 5 4 3 2 1   Was clean-up complete?
14. 5 4 3 2 1   Was recruiting people easy?
15. 5 4 3 2 1   How many people watched the event?
16. 5 4 3 2 1   Was activity demonstrated accurately?
17. If you were to do the event again, what changes would you make?

_____
_____
_____

Total Score: _____ /80 points

Here's some examples
of past lunchtime activities…
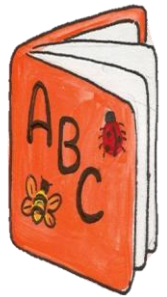
Spirit Week Day Ideas

➢ Monkey Monday – Go Bananas
➢ Music Madness Monday
➢ Movie Mayhem Monday
➢ Me and My Shadow Monday
➢ Magical Monday
➢ Mix it Up Monday
➢ Marshmallow Mania Monday
➢ Mickey and Minnie Monday
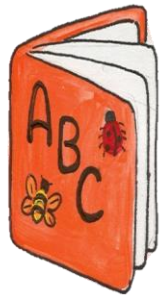
Spirit Week Day Ideas

➢ Tri - Tint Tuesday

➢ Twin It Out Tuesday x 2

➢ Tuesday It Takes Two

➢ Tartan Tuesday

➢ Jungle Time Tuesday

➢ Tropical Tuesday

➢ Time-Warp Tuesday

Spirit Week Day Ideas

➢ Workout Wednesday

➢ Save the World Wednesday

➢ Water Wipeout Wednesday

➢ Wedded Wednesday

➢ Wild Watermelon Wednesday

➢ Wild and Wacky Wednesday

➢ Wild West Wednesday
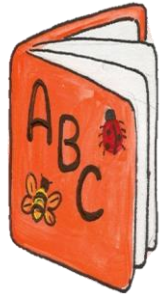
Spirit Week Day Ideas

➢ Theme Park Thursday
➢ Twister Thursday
➢ Totally Tourist Thursday
➢ ER ThERsday
➢ Salad Topping Thursday
➢ Throwback Thursday
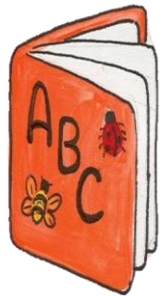
Spirit Week Day Ideas

➢ Flipped Around Friday

➢ Fab Flannel Friday

➢ Your Future Friday

➢ Fandom Friday

➢ Fancy Friday

➢ Fun in the Sun Friday

➢ ESPN at the End

Spirit Week Activity Planning Form

Date: _____ Day of Week: _____

Catchy Theme Name: _____

Names of People in Group (#1 person is the commissioner of that day's activity):

1)_____ 4) _____

2)_____ 5) _____

3)_____ 6) _____

****

Spirit Day Dress-Up (Be specific with Description; What counts and what doesn't) _____
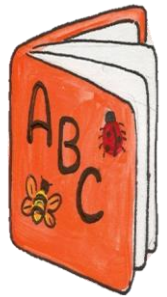
_____

_____

Person responsible for making Spirit Day Form (turn in at least 24 hours in advance): _____

Xerox on what color paper? _____ or Doesn't Matter

▪▪

Banner for Stage says: _____

_____

_____

_____

Color of Banner: 1st choice: _____ 2nd choice: _____

People in charge of Designing, Making, Hanging and Cleaning-Up of Banner: _____

_____

Any other Publicity? (What? Where? and By Whom?) : _____

_____

****

Describe the Lunchtime Activity: What will take place? Where on campus? How do you win? How many people does it include? Is it safe? Is it a low or high-risk activity? (Include step-by-step procedure of the activity station by station, if necessary. Include on separate sheet of paper a diagram of the layout or stations.) If you need more room, attach a type written explanation of the procedure of the game.

_____

_____

_____

_____

_____

_____

_____

_____

List all the materials/items needed for both lunches (think details):

_____   _____
_____   _____
_____   _____
_____   _____
_____   _____
_____   _____

Estimated cost of Activity, including prizes/rewards.: _____

What awards/rewards will be given out? How many? _____
_____

How will contestants be selected? _____
_____
_____
****
Who will be responsible for: (Remember to keep receipts for reimbursement)
Bringing needed items/materials: _____
Buying needed items/materials: _____
_____
Buying awards/rewards: _____
_____
Preparation/ Setting up materials/items for activity: _____
Setting Up/ Marking off areas (cones, flags, loading wagon): _____
Setting Up sound system/Playing music during event/Microphones: _____
What 2 or 3 songs will be played? (Music should enhance theme). 1)_____
2) _____ 3) _____
Writing out clear and concise directions that are easy to understand: _____
Speaking on microphone/Giving directions to crowd: 1st Lunch: _____
2nd Lunch: _____ Assistant: _____
Demonstration the Activity: _____
_____
Crowd Control: _____
Publicity Plug for Bulletin and Take-Home Flyer: _____
Will the activity need judges? Yes   No   Who?: _____
_____
Photographer for Spirit Wear before school: _____
Photographer at lunch: 1st Lunch _____ 2nd Lunch _____
****
Possible Obstacles: _____
_____
Back-Up Plan: _____
_____
****
Voted on and Approved: Yes No Date assigned: _____ Practice will be after school the day before.