



Tuckshop and Canteen Management Consultants

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Organising your volunteer Xmas party

Some schools ask the home Ec, hospitality or senior students to do the catering and even get them to help serve the food. Other tuckshops plan a night out at a restaurant or afternoon tea.

I always went for the restaurant so no one needed to work, we just relaxed and had fun. As there was a cost involved for the meal, I always had lucky door prizes that helped balance the expense. I started out by contacting all my suppliers and asking them for a donation. I didn't mind if it was product or promotional items. I also hand wrote letters to companies asking them to support the volunteer thank you party I was throwing. I explained how volunteering in our tuckshop worked and included a nice story or two. I chose companies that people do not normally contact because the big places get contacted by thousands of schools a year, so I went through the phone book. This meant I got some unusual prizes like vouchers for tattoos, DVDs' passes to the drive-in etc. [tattoos were popular by the way!]

I then took my handwritten letters [note it is important to hand write so they know they have been personally chosen and not just the recipient of a massive mail out] and asked my local member to mail them out [they often will help with photocopying and mailing, you just need to ask]

When everything started to roll in I bundled it all up so I had one prize for every one attending on the night. I made up some stickers with names of famous people [mostly women] such as Madonna, The Queen, Miss Piggy and I always included my own name. As each person arrived they pulled a name sticker out of the hat and wore the sticker.

One name at a time was pulled out of the hat. I had a prize of 6 poppers or something tiny and the winner automatically got that BUT if they chose to stand up and do or say something in character they could then choose any of the gift packages instead. It was a huge laugh and really broke the ice for people who didn't know each other. Although, when it came to people doing my name it was a worry because I am sure I have never stood there like that and screeched "Don't bang your money on the counter"

I also made a point of inviting all volunteers from the school not just tuckshop because if any other volunteers did come along by the end of the night they knew and loved the rest of us and ended up volunteering in the tuckshop the following year.

Remember the people who help you through the year, they just don't do it onsite e.g. P&C executive are volunteers too!

The roster was always passed around so everyone could just fill in their days.

Enjoy celebrating your tuckshop year!

Additional help to manage your Tuckshop or Canteen

-  Tuckshop and Canteen Management Consultants Helpline www.canteens.com.au
-  QAST is an excellent source of information for Tuckshops and Canteens <http://www.qast.org.au/> Apply for your member log in details so you can access members only section.
-  Nutrition Australia <http://www.nutritionaustralia.org/>
-  Canteens.com.au- Follow us on facebook-www.facebook.com/canteens