



Questions to ask in preparation for working with a school

How to get started?

- To get started, initially approach a school you would like to work with using the **Letter to Head Teacher template** included in the **YQ Schools Pack**. Most schools are eager to hear from interested volunteers and are keen to promote opportunities for their students to learn a new skill such as quilting which they would not normally have a chance to learn.
- With the Head Teacher's support you are on the path to having a successful YQ club in the school. The school will promote the club to the school and community and this will also raise awareness about Young Quilters and The Quilters' Guild.
- Organise a meeting or phone call with the staff member who is coordinating the YQ club in the school.
- Make decisions with the school staff about how frequently and when the YQ club will run. This will differ depending on the individual school and volunteers involved. You will need to come to an agreement on times that are the best fit for all involved.
- Recruit helpers if needed, either other Guild members or staff from the school. Ideally you should have a ratio of at least 1 adult for every 8 children.

Project Planning

Refer to the **YQ Volunteer Handbook** for tips and ideas for running workshops with young people (pages 11-15). This contains valuable information from experienced YQ Volunteers on questions like what the ideal workshop length is, what activities are appropriate for which ages and what materials you may need.

Before you begin working with a school, you will need to make some decisions. Work with the school to decide:

Are you doing a short term or 'one off' project?

For example, making a mural to be hung in the school or a textile project as part of a specific unit of study?

Are you planning a longer term project?

For example, will you run a regular quilting club over a term or the whole school year? Longer term projects provide more opportunities for skill development and may start with simple projects working up to more complicated projects.

What resources can the school provide?

Can the school provide sewing machines or will you rely on hand sewing? If you are bringing in your own sewing machine, does it need to be PAT tested by the school? Does the school have a budget for materials? Or will some resources or budget be provided by your Guild region?

What will you make?

This will depend on the length of project and what resources you have available. Popular projects for shorter workshop sessions with a sewing machine are bags and cushions. Volunteers usually find it is better for children to finish a project during the workshop time. The **Schools Pack** includes instructions for making a **Log Cabin Block** and a **Pin Wheel Quilt** which can be adapted for use in schools. The YQ website (www.youngquilters.org.uk) is full of tried and tested projects for young people which appeal to boys and girls, including many seasonal festive projects.

How will you evaluate your work with the school?

Ask the children you are working with what they enjoy about an activity and what else they would like to make. You can also have children complete an **YQ Event Evaluation Form** to get more ideas. Keep a record of your work with the school using the **Events Record** and report it to the Guild using the **Annual Activity Summary**. Evaluating activities helps you to reflect on what went well and learn what you would like to do differently next time. Recording and reporting your work with schools to The Guild helps the Guild to share the best practice you have been using with other volunteers and gives The Guild evidence that it is fulfilling its remit as an educational charity.

Photography

Document your work with the school through taking photographs of the finished pieces. If the children will be photographed as well, use the **Photo Permission Form** included in the **Schools Pack**. Please send your photos to the Young Quilter Project Leader so we can feature them in the *YQ Newsletter* and on the YQ website.

The Quilters' Guild of the British Isles

Telephone: 01904 613242

Registered Office: St Anthony's Hall, Peasholme Green, YORK YO1 7PW

A Registered Charity no 1067361.

Company Limited by guarantee registration no. 3447631 England and Wales