



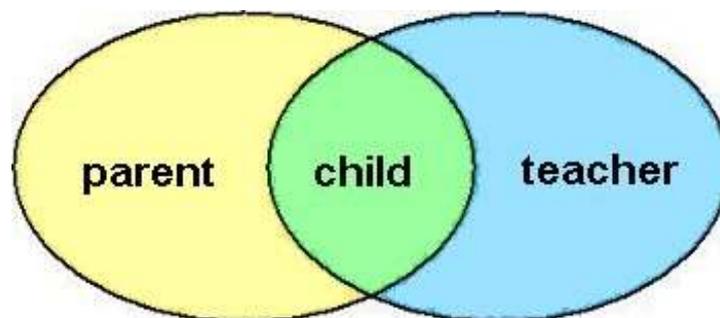
[www.givemefive.org.nz](http://www.givemefive.org.nz)

# What is Give Me Five?



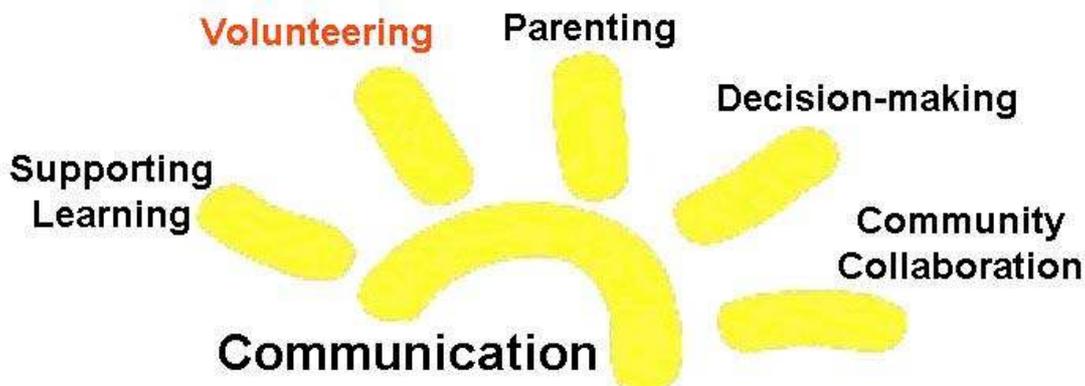
[www.nzpta.org.nz](http://www.nzpta.org.nz)

Supporting parents and whanau to nurture their children's learning and development has become a high priority in schools and early childhood centres, but it is not easy. Often it is the same small group of people doing the volunteer work, responding to surveys, or attending meetings. The result is that parents are missing out, teachers are missing out, and most importantly, children are missing out. To reach their full potential, children need their families to take an active role in their education. The New Zealand Parent Teacher Association has developed *Give Me Five* to help schools and centres bring families and teachers together to support children's learning.



## What is *Give Me Five*?

*Give Me Five* is a promise from parent to child and a promise from parent to school or centre. Parents commit to giving five hours of their time to the school or centre during that year. Whether parents help to make resources, read to children, share a skill, assist with road safety, coach a sports team, volunteer for a fundraising event, or attend a meeting, every act of involvement is important. By implementing the *Give Me Five* programme, schools and centres also commit to finding worthwhile activities that allow all parents and family members to participate.



Through volunteering, *Give Me Five* links to all aspects of a successful parent and whanau involvement programme and provides the first step towards a stronger partnership between home and school.

## Getting *Give Me Five* Started

1. **Gain support.** Everyone needs to agree that increasing parent participation with the *Give Me Five* programme is a good idea. The success of the programme requires the support of all groups in the school or centre – PTA or parent committee, Board of Trustees, teachers, staff and administrators. Many schools and centres already have a parent group, so this is often a good place to start the discussion. Don't forget to also ask for support from the wider community through sponsorship of programme resources, or awards and prizes for volunteers. Many businesses are happy to support groups who are helping themselves.
2. **Co-ordinate efforts.** Find someone to co-ordinate the *Give Me Five* programme. The co-ordinator is often a volunteer from the PTA or parent group. The co-ordinator's role is to oversee the implementation of the programme; to keep track of *Give Me Five* volunteers and the activities and jobs that need to be done so people can be 'plugged in' to the school or centre. By using the art of delegation, they should not have to do everything themselves.
3. **Develop a list of suitable jobs and activities.** Again, this requires input from all the groups in the school or centre. Be creative to come up with an interesting and inclusive range that will be appropriate for the school programme and the diversity of families in your community. This information is used on your Volunteer Sign-up Form – adjust the template to suit your own needs. Remember, it is only a start and can be added to as the programme develops. Now is also a good time to consider any information or training that volunteers might require so that they are well prepared for the task. See the Adult Volunteers Policy and *Give Me Five* Volunteer Guidelines for ideas.
4. **Launch the programme.** Print out the *Give Me Five* forms and promotional material and promote the programme to your families. Each school/centre community is different, so think about what will work best for you. The most effective kick-off is during a well-attended family event, like welcome night, concert, gala, or parent/teacher conferences. When a volunteer signs up, you may like to follow up with a *Give Me Five* Promise Card or Fridge Magnet. This acknowledges their commitment and provides a reminder for them to keep their promise.
5. **Keep promoting the programme.** Follow the launch with posters around the school or centre, and information in the newsletter or on the website. Include information in welcome packs for new families. Use the *Give Me Five* logo on everything that deals with parent involvement and volunteering. When advertising a meeting, conducting a survey or asking for volunteers, highlight the *Give Me Five* time earned by participating. Aim to sign up two volunteers from each family. As well as parents, they can be from uncles, aunts, grandparents, etc.
6. **'Plug in' parents.** The information that volunteers provide on their Sign-Up forms will help you match them up with the best jobs for them. Keeping up-to-date volunteer records and sharing this information with school staff is essential for the success of the programme.
7. **Provide information and training.** Both volunteers and teachers will feel much more comfortable if everyone knows exactly what is expected of them and there are clear boundaries set. The Adult Volunteers Policy and Volunteer Guidelines provide some ideas to help your school achieve this.
8. **Communicate volunteer needs.** Keep contacting parents throughout the year to make sure that everyone gets involved and fulfils their promise. Make sure there is always a current list of *Give Me Five* jobs and activities available in the main office so that parents who drop in can participate immediately.
9. **Keep track.** Keep track of volunteer hours using the Volunteer Sign-in Sheet or other easily identified record book. Keep it in a prominent place in the office so volunteers can sign-in and out or record work completed at home. Ask the office administrator to help remind volunteers to record their hours. Tally up volunteer's hours to recognise the contribution of your individual volunteers, and to demonstrate the value of parent participation programmes for the whole school or centre. Advertise how many volunteer hours were given each month.
10. **Recognise volunteers.** Recognise families when they make the *Give Me Five* promise through displays and newsletters. Send home a Certificate of Appreciation that congratulates them for keeping their promise. Recognise volunteers at school functions or meetings. Have special activities or rewards for *Give Me Five* participants, eg. prize draws, social evenings, or discount vouchers for local businesses.
11. **Evaluate and improve.** Seek feedback from families and teachers about how the programme is working. It won't all happen overnight and there will always be room for improvements. We would love to hear and share your great ideas too. Please send your feedback and ideas to [ideas@givemefive.org.nz](mailto:ideas@givemefive.org.nz) .

**Check out the website at [www.givemefive.org.nz](http://www.givemefive.org.nz) !!!**