Kids in Action 2027

Teacher Planning Checklist

Getting registered (Term 1):

- ☐ Complete the Expression of Interest form online at: Get involved with Kids in Action | Sunshine Coast Council.
- ☐ The Kids in Action (KIA) team will send you a Registration / Welcome Pack.
- ☐ Recruit your student delegate team.
- ☐ Attend an online Teacher Information Session on either **11 or 17 February**.
- ☐ Complete your Registration Form and submit by 22 March.
- ☐ The KIA team will issue your participation fee invoice for payment ($200 for 12 delegates. Supplementary invoicing for extra attending students will occur following the Field Day and Conference events. $10 per extra student).
- ☐ Discuss this year's theme, ***Re-Generation for Generations: Old Ways, new Futures*** with your student delegates. Explore curriculum links and project ideas for this year's theme online at: Kids in Action - resources for teachers | Sunshine Coast Council.
- ☐ Book in a visit with the KIA team.

Getting ready for the Kids in Action Field Day and Conference events (Term 1, 2 and 3):

- ☐ Ensure that your participation fee invoice has been paid.
- ☐ Continue discussions with student delegates to make a final decision on your topic or project focus for the Conference.
- ☐ Consider strategies such as brainstorming, concept maps, de Bono's Six Thinking Hats, etc.
- ☐ Research and gather information on your topic or project.
- ☐ Discuss with student delegates what type of presentation or activity they would like to deliver at the Conference, i.e. workshop, main stage performance, short film, or interactive display.
- ☐ Book in a visit with the KIA team and a community mentor related to your topic.
- ☐ Create a plan for your presentation or activity development, i.e. structure, activities, materials etc. What is your key "take-home" message for the audience?
- ☐ Practice your presentation or activity for peers and school community to get feedback and make improvements before the Conference.
- ☐ The KIA team will contact you to confirm if your school is eligible for the New School Attendance and / or Teacher Support Funding Schemes. Submit your invoice for payment.

ENVIRONMENT LEVY FUNDED

UniSC · Kawana Shoppingworld · Noosa Council · Sunshine Coast Biosphere · Sunshine Coast Council

- ☐ The KIA team will send you Kids in Action Field Day and Conference program information and forms to complete.
- ☐ Complete all details regarding student and adult delegates attending the Field Day and Conference events, i.e. delegate names, medical information, emergency mobile contact number for teacher attending, Council media permission forms for attending delegates.
- ☐ Send delegate information for the 2-day events to the KIA team before Tuesday 3 August.
- ☐ Complete all details regarding your Conference presentation or activity, i.e. presentation or activity title and type, equipment and room or space requirements, etc.
- ☐ Send presentation or activity information to the KIA team before Friday 6 August.
- ☐ Complete your necessary internal variation to school routine paperwork.
- ☐ Organise transport to the Field Day and Conference event sites, i.e. individual or family cars or school bus.
- ☐ The KIA team will issue your supplementary participation invoice for extra attending students over the 12-delegate threshold ($10 per extra student).
- ☐ The last date to submit invoices for the funding scheme is Friday 29 October.

Kids in Action Field Day and Conference events (Term 3) Tuesday 7 and Wednesday 8 September:

- ☐ Students bring litter-free lunches, water, hats, sun-safe clothing, and closed-in shoes.
- ☐ Bring a mat for your student delegate 'mob' to sit on.
- ☐ Bring your completed Council media permission forms for attending delegates.
- ☐ Have fun!

Getting ready for the Roadshow (Term 3 and 4):

- ☐ The KIA team will send you Roadshow program information when details of the event in October/November have been finalised.
- ☐ Advise KIA team of your participation in the Roadshow events.
- ☐ Complete your necessary internal variation to school routine paperwork.