

GET READY, GO! WORKSHEET

This worksheet has been created as a follow up guide to the **Get Ready, Go!** Masterclass. It is designed to help you put into practice the steps we covered in the masterclass. If you have not yet taken part in this masterclass, we encourage you to do that first to ensure you get the most out of this series.

- Let the SADD team know you are getting started!
- Recruit students to your committee. Refer to the masterclass notes for some ideas on how to get students to join your SADD committee. Remember the following points:
 - ☆ Aim to have a range of ages and year groups represented
 - ☆ Different strengths and perspectives can be useful to have in your group
 - ☆ Find the right balance between lots of people to help out but not so many that it becomes hard to coordinate your activities.
- Get a teacher on board and let your SADD Programme Delivery Lead know their contact details.
- Hold your first meeting. Discuss which principles you could focus on:
 - ☆ Research what issues are impacting your school and community (the SADD team can help with this)
 - ☆ What do you know that students at your school might need help with or need more education about?
- Plan your first activity. This table is a good example of how you can plan out different tasks and who will be in charge of ensuring each task is completed:

TASK	NOTES	WHO IS RESPONSIBLE
What activity will you do?		
When and where will it take place?		
Who do you need to seek permission from?		
What resources and equipment do you need?		
How will you advertise it?		

- What next?
 - ☆ Follow up with students who took part. What did they learn from the activity and do they have any questions? This could be done as a follow up chat in assembly, popping something in the notices or circulating a survey.
 - ☆ Let your Programme Delivery Lead know how your activity went and share some photos.