

Ravenshead u3a u3a Day









Ravenshead u3a Day

- 1. Step 3 Government Control Measures
- 2. Outline Concept & Setup Ideas
- **3. Featured Tables**
- 4. Refreshments
- 5. Key Roles & Volunteers
- 6. Invitations & VIPs
- 7. Plans for Social Media Livestreaming
- 8. Promotion & Media Reporting
- 9. Budget Costings



u3a Step 3 Government Control Measures

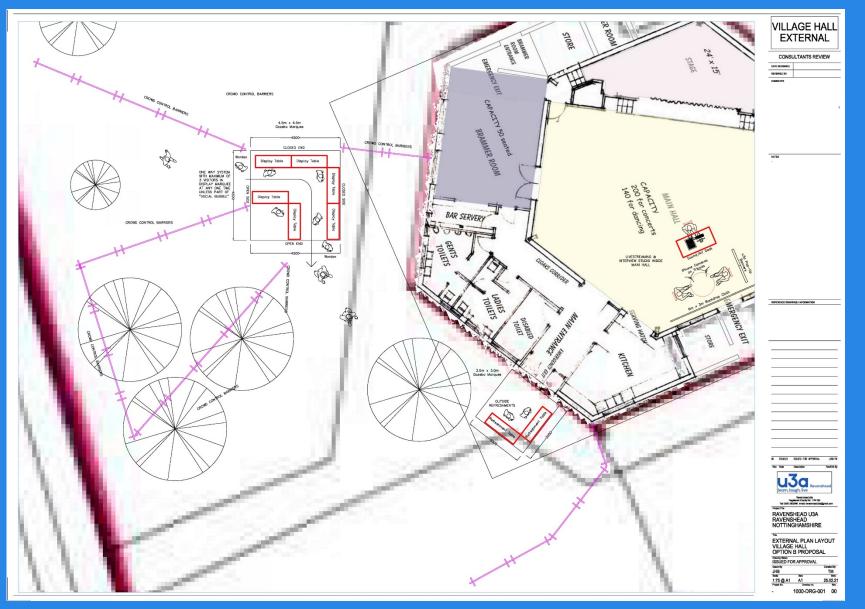
Stage three (no earlier than 17 May):

- People can meet in groups of up to 30 outdoors
- Six people or two households can meet indoors
- Pubs, restaurants and other hospitality venues can seat customers indoors
- Up to 30 people can attend weddings or other life events, like christenings
- Remaining outdoor entertainment, such as outdoor theatres and cinemas can open
- Indoor entertainment such as museums, theatres, cinemas and children's play areas can open
- Performances and large events can restart, but with limits on audience numbers
- Hotels, hostels and B&Bs can reopen
- International leisure travel may resume
- Adult indoor group sports and exercise classes can restart









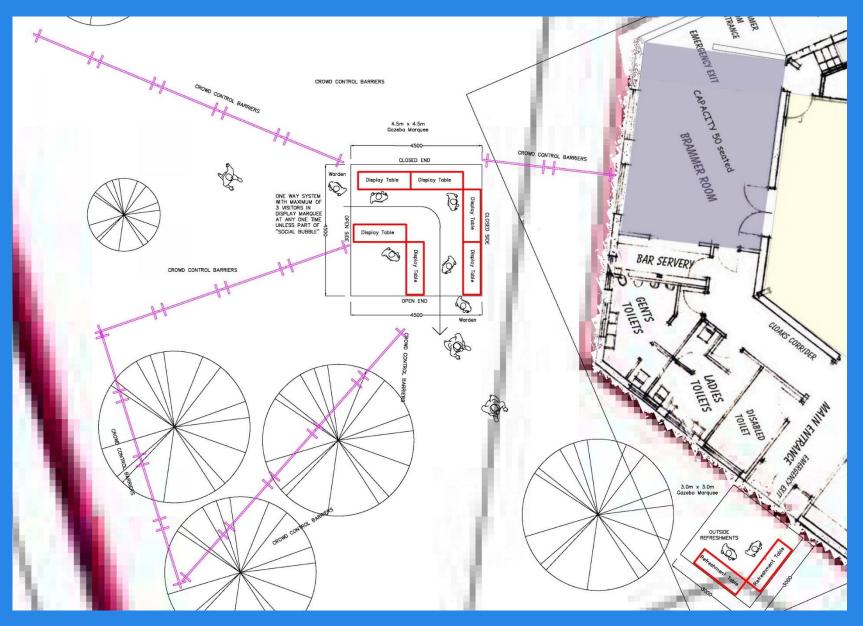




Control Measures

1. Control Barriers to limit assembly & funnel people 2. Four Warden volunteers to guide & police crowding 3. One Member in the Marquee to answer queries 4. Static Displays with no representation at tables 5. One way system with maximum of 3 visitors in Marquee 6. Access to Village Hall only for Catering & Interviews 7. 10 Volunteers & 20 visitors at any one time outside

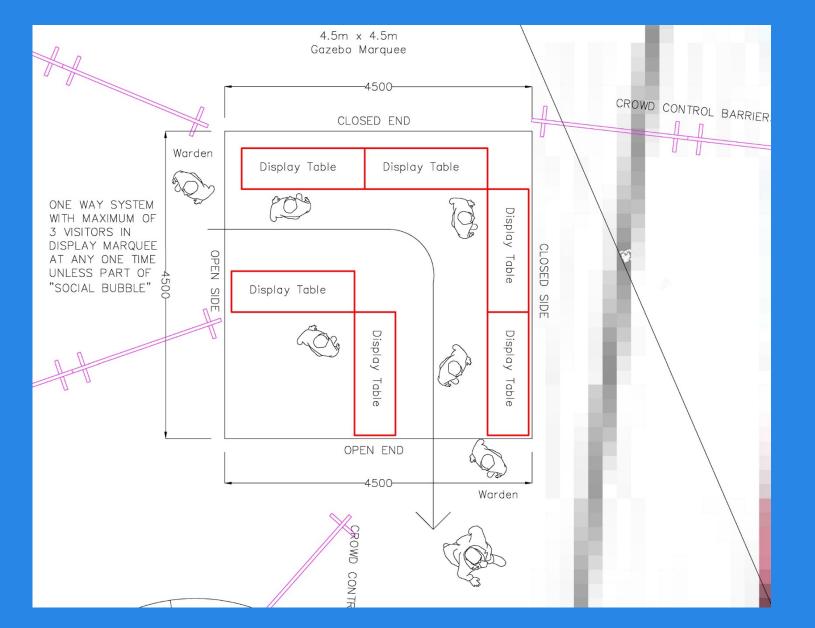






u3a

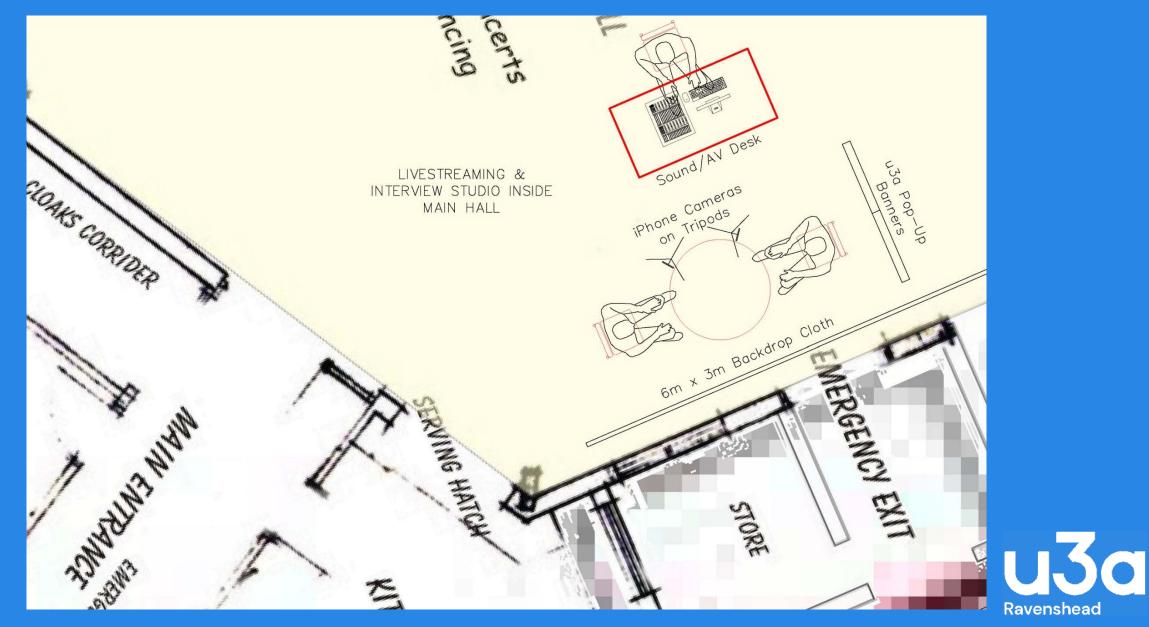
Outline Concept & Setup Ideas













Featured Tables

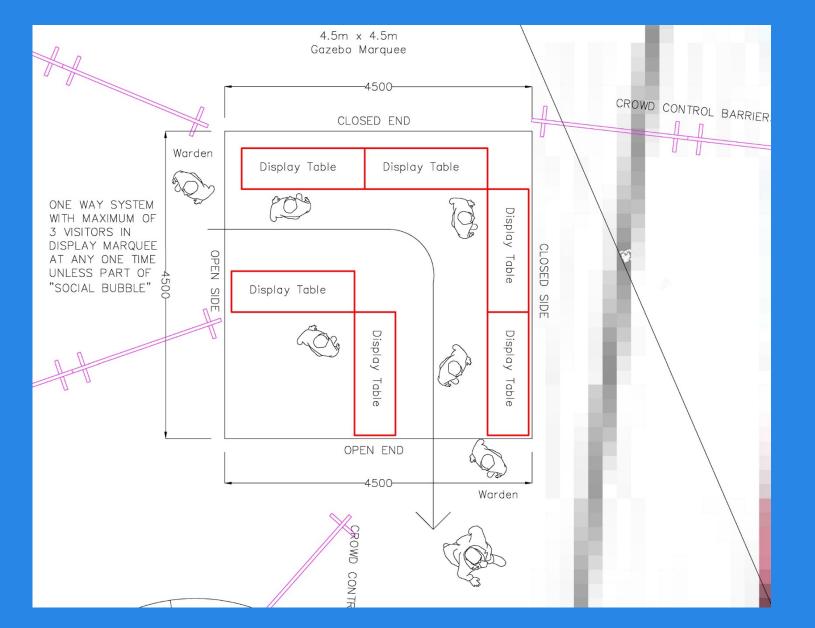
Featured Tables

Ravenshead u3a Main Table
Photography for Fun
Mahjong
Craft
??
??



u3a

Outline Concept & Setup Ideas





u3a

Refreshments

Using Village Hall Kitchen 2 Persons (max) in Kitchen 2 Persons (max) Serving **3m x 3m Gazebo over tables Hot & Cold Drinks Cakes & Biscuits Tables but no chairs**







Volunteers & Committee Roles

Key Roles & Volunteers Floating & Hosting : Chair Wardens & Crowd Control : Vice Chair(+3) Marquee/Information : Vice Chair(+3) Interviews & Live Footage Video : Meeting Host Livestreaming & Tech : John Butler **Refreshments : Refreshment Team Leader (+2)**





Invitations & VIPs

Mayor of Gedling BC -Accepted **Lord Lieutenant** Local MP – Mark Spencer **Police Commissioner County / Borough Councillors Parish Councillors Neighbourhood Watch** Vicar Kate & Curate Readycall



u3a Plans for Social Media Livestreaming

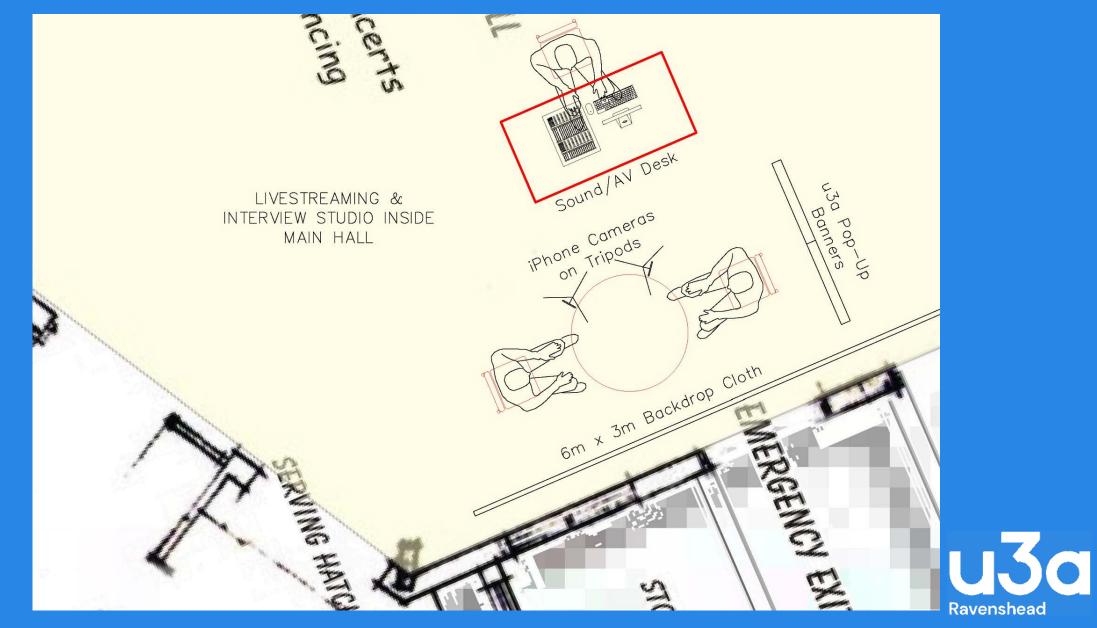
Studio Setup in Village Hall (4 persons max.) Sound system with professional microphones **Interviews across 5ft table** Livestreaming Interviews & pre-recorded Videos Streaming to the Ravenshead u3a Facebook Page Paid Event charge for use of Switcher Studio Using Village Hall wi-fi and cabled ethernet



u3a Plans for Social Media Livestreaming



Plans for Social Media Livestreaming





Media to be Invited (tbc) BBC East Midlands Today Radio Mansfield / Radio Nottingham Chad Newspaper Ravenshead Newsletter



Providing Members with an Incentive to Support us

Produce a 16 page Commemorative Printed Ru3a Magazine and ask members to attend at some point during the day to collect theirs

Our glossy magazine was printed 3 times a year prior to Covid, and the new edition will focus on positive future plans for all our groups once all COVID restrictions are lifted :

Signalling our RE-LAUNCH



diners at the Portland Christmas Lunch. More pictures on pages 10 and 11

Issue No 21: Winter edition January 2020

Charity Number: 1154123 Website: www.u3asites.org.uk/ravenshead Freephone: 0300 030 2990

Printed by Portland Print. Tel 01623 491255





Promotional/Publicity Purchases Pop-up Roller Banners







Promotional/Publicity Purchases Printed Trifold Publicity Handouts

A world of new experiences is open to you in your third age – so what's stopping you?





Ravenshead u3a u3asites.org.uk/ravenshead E: ravensheadu3a@gmail.com T: 0300 030 2990 ♥ www.facebook.com/ravensheadu3

Contact the National Office: 020 8466 6139 info@u3a.org.uk @ @u3a_uk U30.Org.uk u3a

learn, laugh, live



If you are no longer in full time work or raising a family – we call it your third age – $\mathbf{u3a}$ gives you opportunities to develop your interests, make new friends and have fun.

There are more than 1,000 **u3cs** – spread right across the UK – and members are making the most of life by continuing their creative, educational or social interests in a friendly and encouraging atmosphere.

From Walking to Talking, Geology to Genealogy, Yachting to Yoga, Current Affairs to Supper Clubs – the choice is endless From Walking to Talking, Geology to Genealogy, Yachting to Yoga, Current Affairs to Supper Clubs – the choice is endless – and the decision about what to do is made by the members for the members.

For a modest annual fee, you can join as many groups as you wish. Joining in is made easier when you're surrounded by others who have similar interests to you.

And once a month, each **u3a** invites its members to a meeting where you can get together, chat and listen to some great speakers.

For those not in full time work, **u3a** welcomes you – whoever you are, wherever you live and whatever your circumstances.





Budget Costings

Promotional/Publicity Purchases (General Fund)

- 1. Three pop-up u3a Roller Banners
- 2. 100 Promo Ru3a Branded Trifolds





Budget Costings

Event Costs (Event Fund)

- 1. Village Hall Hire & Refreshments
- 2. Marquees Hire
- **3. Control Barrier Hire**
- 4. Switcher Studio 7 Day Licence
- 5. Sundry Consumables (bunting etc)





Ravenshead u3a u3a Day





