

BOOK GIVING ASSEMBLY GUIDELINES FOR ROLE MODELS

Each school organises its Book Giving Assembly differently so it is important you contact the Books in Homes Coordinator at your confirmed school at **least 10 days** in advance to clarify the assembly details.

Usually you will be asked to:

- Speak to the children for approximately 5 to 10 minutes about your profession or background, sharing your own love of books and also inspiring them to read
- Thank the Sponsor (if the school is not self-funded) for supporting the Program and the school
- Help hand out the children's book bags that contain their chosen books.

Book Giving Assemblies usually last an hour. We encourage your school to supply us with a Book Giving Assembly Agenda, which we will send to you as soon as possible.

You may want to ask the school some questions such as:

- When do I need to arrive?
- Where can I park?
- Where should I report?
- Who should I report to?
- How long do I need to speak for?
- If needed, what equipment is available for me to use during the presentation?

PLEASE NOTE that because of privacy protocols, we do not provide your confidential contact information to your confirmed school. It will be up to you to pass on the appropriate details to the Books in Homes Coordinator when you initiate contact.

If you have any further questions, please phone Julie Ditrich, Communications Coordinator, on 0412 445 511 or the office on 02 9434 2488 or email: julieditrich@booksinhomes.com.au

Have fun at your Book Giving Assembly and thank you once again for your continuing support!