

MQA Party Planning Guide
Preschool – Grade 5

Thank you for volunteering to be a party parent for your child’s class party.

As a party parent your committee will be responsible for planning and preparing a healthy, nutritious yet fun snack and beverage for the class. With a Wellness Policy now in effect, treat bags **will not** be part of the party experience. All food items will be consumed during the party and should be easy to distribute with little chance for spills and mess and easily eaten with 20 minutes time. Instead of a treat bag, the children can make a craft to take home as the party favor. Plan a craft that can be completed in 20 minutes and is age appropriate. It may help to have parts of the craft prepared by the committee depending upon the complexity of the craft. The last area to plan for the party experience is the activity that should take 20 to 30 minutes. Activities can consist of games, stories, and/or movement. Movement is a physical activity and that also promotes wellness. Guides for allowable foods and options for activities are provided to the chair of each event.

In all things, control of the body, the voice, and the attention and respect to those giving direction, as well as setting boundaries or rules are the defining elements that make a successful party. Children will have fun when limits are set and kept. Knowing what is expected, children feel safe to play, laugh, and share in a celebration. They trust themselves and trust that others will be called to play and act accordingly. Parties not in control will be stopped.

Please submit your plans to the homeroom teacher at least two weeks prior to the party. The entire party should run approximately one hour. Do not purchase any items until the plan has been approved by the teacher.

Party: _____ Date of Party: _____

Snack and Beverage: _____

Parent(s) Responsible: _____

Craft: _____

Parent(s) Responsible: _____

Directions for making craft including what will be done ahead of time by parent(s):

Activities: _____

Parent(s) Responsible: _____

Description of the games/story/movement that will be done at the party:
