



# FOR SUBJECT LEADERS **1**



IN ASSOCIATION WITH



WORLD BOOK DAY

## SUMMARY: How to run a successful World Book Day

### WORKING WITH COLLEAGUES

- Download the entire collection of recipe cards well in advance of World Book Day. Take the time to read each card and print sets to distribute to class teachers for each year group.
- Schedule a staff twilight meeting well in advance of World Book Day to enable you to introduce the website and resources.
- Share the recipe cards in the meeting, allowing time for discussion and response to the ideas proposed.
- Discuss how classes can collaborate on aspects of the proposed activities and how as a school opportunities can be utilised to share the experiences and engage parental involvement.
- Consider what resources will need to be collected, how to engage the children in this process and whether there will be any storage, funding and logistical issues to factor in.
- Establish a timeline in order to ensure that everything is prepared in good time.
- Provide the teachers with the time to plan their week to incorporate the suggested activities.
- Schedule a second staff twilight to consolidate their planning and preparations for World Book Day at class level. Drawing from the planning developed and consolidated from the last session work together to devise a whole school plan to decide how classes will collaborate on special workshops, assemblies or visits that might be scheduled.
- Schedule a final briefing to confirm the timetable of activities and work that will be undertaken across the school through World Book Day and over the week.

### WORKING WITH PARENTS

- In advance of World Book Day work in partnership with the PTA to host a coffee morning. Invite parents and governors.
- Display the £1 vouchers, parent recipe cards, school timetable of World Book Day events and the World Book Day website.
- Talk parents through the materials and discuss ways in which they may wish to be involved with the schools events for the week and how they can extend and support the work at home using the parent cards and website resources.

### Explore and familiarise yourself with the following areas of the World Book Day website to assist you in disseminating the resources in your staff twilight sessions:

The £1 World Book Day books - [worldbookday.com/books](http://worldbookday.com/books)

WoBoD: The World Book Day Award - [worldbookday.com/WOBOD](http://worldbookday.com/WOBOD)

The Biggest Book Show on Earth Virtual Author Workshops - [worldbookday.com/biggestbook/register](http://worldbookday.com/biggestbook/register)

The Big Book Off - [worldbookday.com/big-book-off](http://worldbookday.com/big-book-off)

Storycraft - interactive storywriting tool - [storytelling.worldbookday.com](http://storytelling.worldbookday.com)

Design A National Book Token Competition - [worldbookday.com/competitions/token](http://worldbookday.com/competitions/token)

Dress Up for Book Aid International - [bookaid.org/worldbookday](http://bookaid.org/worldbookday)

Find Your Local Bookshop - [booksellers.org.uk/bookshopsearch](http://booksellers.org.uk/bookshopsearch)

Find Your Local Library - [indalibrary.org](http://indalibrary.org)

Information about the £1 World Book Day book tokens: [worldbookday.com/books/national-book-tokens](http://worldbookday.com/books/national-book-tokens)

Teachers' Toolkit: [worldbookday.com/teachers-toolkit](http://worldbookday.com/teachers-toolkit)

Resources - [www.worldbookday.com/resources](http://www.worldbookday.com/resources)

Ideas - [www.worldbookday.com/ideas](http://www.worldbookday.com/ideas)