

St. Dunstan Catholic School

2014 Black Berry Farm, End of Year School Picnic

Event Plan & Overview

Date: May 27, 2014

Location: Blackberry Farm, 21979 San Fernando Ave. Cupertino Time: 8:30AM – 2PM

Cost Per Student/Adult: \$12 (Includes entrance to the park, a morning and afternoon snack, swimming, lunch, drinks, games & activities).

Picnic RSVP Deadline: Fri., May 9, 2014

Transportation: Parent Drivers. (Teachers select drivers from each class and assign students with parent chaperone. (Parent drivers with more than one child attending the school shall select which class they will drive for and may only take the students of that class. Parents who are assigned to drive are responsible for supervision at all times of those students in their car and parents who do not drive but can attend are asked to volunteer to help with clean up as well as assist in supervision of the students during the event.

Picnic Timeline:

- 8:30 AM Depart from St. Dunstan Catholic School (Travel time: 1 hour)
- 9:00 AM Set-up Welcome table and Morning Snack (6th grade volunteers)
(Muffins, Bagels, Fruit, Water and OJ).
- 9:30 AM Arrive at BlackBerry Farm and Serve Morning Snack. (7th grade)
- 10:00 AM Swimming Pool opens for kids to swim
Students not swimming can play games, organized by Ms. Muller.
- Kick ball, soccer, softball, basketball, volleyball

Entrance schedule to the swimming pool is as follows:

- 10:00AM K-2nd Grade line-up and test for swimming
- 10:20AM 3rd - 5th Grade line-up and test for swimming
- 10:40AM 6th – 8th Grade line-up and test for swimming

Lunch schedule:

- 11:30 AM K - 2nd Grades
- 12:00 PM 3rd - 5th Grades
- 12:30 PM 6th – 8th Grades
- 1:30 PM Begin to pack and clean-up
- 2:00 PM Depart Black Berry Farm – Return to school at 3:00 PM for pick-up.

Black Berry Farm Assignments / Committees by Grade:

The following classes are responsible for the following assignments in which room parents will coordinate and communicate.

Children Ages 6-12 In-Pool Supervision: Blackberry Farm requires that for every 10 children in the pool, there must be an adult in the pool to supervise. Please coordinate with your class parents and teacher to insure there are at least 3 parents from each grade in the swimming pool.

Kindergarten: Supervision of Kindergarten students (Parent Drivers and Swimmers)

2nd & 5th Grades: Food Preparation Committee (4-6 volunteers)

- Wash and cut 15 med. watermelons into slices and wrap in aluminum trays the night before picnic.

4th Grade: Games & Activities Committee (2-4 volunteers)

- Coordinate with Ms. Muller a list of activities.

6th Grade: Deliver Food to Blackberry Farm and Set-up (4-6 volunteers)

- Watermelon and strawberry trays, Morning and Afternoon snacks, Orange Juice, table covers, scissors, tape, big black markers, and paper boats.
 - Please make table signs for each table – 2 signs per table for each grade and tape down.
- Set up lunch area with table covers and organize as needed.

7th Grade: Serve Lunch and Clean-up Committee (4-6 volunteers)

- Nob Hill Catering will arrive at 11:20AM with cheeseburgers, hamburgers, chips and lemonade.
- Serve lunch and drinks by grade.
- Hand-out afternoon snacks.

Note: Each grade will have their own table covered and marked with class grade. Room Parents will ask for class donations, or buy/bake at least 3 dozen brownies and bring an

ice chest with 2 cases of 8 fl. oz. water (i.e. 2 bottles per child but No Soda please). Reimbursement forms can be turned in to Mrs. Cordova if items are not donated. Also, Room Parents should bring extra sunscreen and a sharpie pen to write names on used water bottles.