

School address

Scotland Office
Centrum Offices Ltd
38 Queen Street
Glasgow
G1 3DX
0845 120 4885

KatherineR@meningitis-trust.org

Dear Enquirer

Spelling bee in aid of the Meningitis Trust

This year, we are introducing a new fundraising campaign – the Meningitis Trust Spelling bee. The 3 main aims of this campaign are:

- To offer a fun way for children to improve their literacy skills
- To raise awareness of the affect meningitis can have on hearing and speech development in children
- To raise funds for the Meningitis Trust in Scotland, so we can continue to support those families whose lives have been affected by the disease



Meningitis can strike in an instant but its impact can last a lifetime. The charity is here for every individual and family who has been affected by meningitis; through its range of emotional and practical support services;

- 24 hour nurse-led helpline - 0800 028 18 28
- Hospital and home visiting by a Meningitis Trust Community Service Nurse
- Counselling
- Art therapy
- Family fun days

The Trust also raises awareness of meningitis and its associated after-effects. 2 million of its symptoms cards are distributed each year, together with disease and after-effects information - this saves lives!

If you would like to take part, we will provide you with a participant pack containing suggested word sheets, practice exercises for your pupils, a winners and runners up certificate, stickers for all participating pupils, and information and advice on how to organise a successful spelling bee. Please complete the enclosed registration form and return it to me at the above address.

If you would like further information, please contact me on 0845 120 4885 or

KatherineR@meingitis-trust.org

Kind regards,

Katherine Riach
Fundraiser – Scotland



Organising your Spelling Bee



We are suggesting that a spelling bee would be suitable for your Primary 6 and 7 class, however, you can include anyone you feel would benefit from it. The spelling bee would normally start with a **written round** where pupils would have words dictated to them. It often helps to give pupils an example of a sentence the word would be used in. We would suggest that this is done on the same evening or afternoon as the final rounds of the competition.

From the written round, the top 10 (however many you feel you can manage) pupils would then be entered into **the final rounds**. It is suggested that the final rounds take place in the school hall or a venue that parents, friends and family can watch.



Remaining 10 or so pupils

Selected words are given to the final round pupils in turn until a word is spelt incorrectly. If a pupil spells a word incorrectly, they are given a second chance. If they still spell the word incorrectly, they drop out of the contest and the word is given to the next pupil in line.

Remaining two pupils

The above continues until the last two pupils remain. At this stage, if pupil A spells a word incorrectly it is given to pupil B to spell. If at this stage, pupil B also misspells the word, then both pupils shall continue in the competition. If pupil B spells this word correctly, and spells another chosen word correctly he or she is the winner. However, if pupil B spells the second word incorrectly the competition continues.

It is only when pupil A spells a word incorrectly and it is passed to pupil B who then spells it correctly and also spells another chosen word correctly that a winner is declared.

Email: KatherineR@meningitis-trust.org

Tel: 0845 120 4885

www.meningitis-trust.org

Tips and ideas for your spelling bee

Get sponsored

Each pupil taking part in the spelling bee will be issued with a sponsorship form and parents, friends and family can then sponsor them a certain amount for each word spelt correctly, i.e. I will give you 50p for every word spelt correctly.

BEE inspired

Why not fit your spelling bee around a theme? For example:



The current season

a book the pupils are studying



current or recent school project



BEE creative

To maximise your fundraising why not ask parents, and friends along to watch the final rounds of the competition and charge a small entrance fee for those wishing to watch.

You can then sell tea, coffees, cakes and or wine during the competition and increase your fundraising total. You'd be surprised how much this will maximise your fundraising, and parents and friends will be keen to come along and watch and support their children.



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Tel: 0845 120 4885

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Spelling bee 2008/09 - Registration Form

Contact details

Name of Organisation:

Contact name:

Position within organisation:

Address:
Postcode:

Daytime Tel:

Email:

Please provide us with an indication of how many pupils will be taking part

When are you thinking of holding your event?

Less than 10	11-20	21-30	31-40	40+
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I confirm that we would like to take part in Spelling bee 2008/09

Signed.....Date.....

Print Name.....

Why would you like to take part in the Meningitis Trust's Spelling bee?

Where did you find out about the Meningitis Trust's Spelling bee?

If you have had an experience of meningitis and would be willing to publicise your participation in the event please tick here. Publicity helps raise awareness of the disease and promotes the work of the Meningitis Trust.

Please return this form to:
Meningitis Trust Spelling Bee
Centrum offices ltd, 38 Queen Street, Glasgow, G1 3DX



What happens next?

If you decide you would like to take part, please fill out the enclosed application form. Please remember to fill out how many pupils will be taking part (a rough estimate will do) so we can send you the appropriate number of sponsorship forms and stickers. Alternatively, you can register by telephone on 0845 120 4885 or email KatherineR@meningitis-trust.org

On receipt of your application form, we will send you your participant pack which contains:

- More information about the spelling bee
- Suggested word sheet
- Practice exercises for the children to use
- Fundraising tips
- Information on how to get your local media involved
- Your sponsorship forms
- Your spelling bee participant stickers
- Your runner's up certificate
- Your winner's certificate

If you have any questions, please do get in touch:

Katherine Riach
The Meningitis Trust (Scotland)
0845 120 4885
KatherineR@meningitis-trust.org

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Tel: 0845 120 4885

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