

## Session plan and risk assessment

### Quiz and french evening

**Note:** Usually, the quiz takes part during the French night. That means the evening starts with a fancy dress at dinner. You need to decide with the teacher which child deserves a certificate. **Make a note** of their names, write the certificates that evening and give them out at the end of the activity that same night. (Maximum 3 certificates per school.)

**Session length:** 90 minutes

**Instructor/participant ratio:** 1/school (+teachers)

**Session aim:** To enable the children to practise their listening skills and to gain some general knowledge about France. To enable the children to answer some question in French about the Château, using what they have learnt during the week.

**Equipment required:** evening quiz box, a walky-talky, whiteboard and board pen and a first aid kit,

**Suitable activity areas:** classrooms/games room/fencing rooms (dining room → preferably PAV 3 **but** only if necessary)

Time	Content of the activity
-5	Preparation of the activity:  Check the information regarding the group: age, aptitude, experience and number of children  Check that you are aware of medical problems  Prepare the necessary equipment.
0	<b>Meet the group</b>  Introduce yourself and describe the activity. Check the group: correct group, number of children, medical information, and correct clothing/footwear. Escort the group to the activity area.
5	<b>Presentation</b>



- Explain and describe what a quiz is
- Explain what behaviour you expect of the group
- Divide the children into groups; ideally you don't want to have more than 4/5 children per group otherwise some children end up doing very little (maximum 8 people). Separate the groups up in the room.

15      **The Quiz**

During the quiz, you need to alternate between questions and challenges. You can organise the questions however you want. You'll find some examples of questions in the staff room. Organise your quiz with the space and number of participants you've got in mind. Different systems can be used: leader in each team, only the first on a line able to answer, using slate, paper ...

The challenges help to keep the children concentrate as it is offering them something different to do. You need to balance your session. For example, you shouldn't have 3 questions to 10 challenges; or 55 questions to 2 challenges. Ideally, you should keep a ratio of 4 questions to 1 challenge.

Be imaginative on your challenges and choose games which involve more participants.

Try to keep the scores fairly close in order to keep all the children motivated.

80      **Review**

Count up the points and announce who the winner is.

Review the activity using the appropriate review tools as listed below and language used.

If it is the French night, don't forget to give out the certificate for the best costumes.

90      Thank the group

Tidy the equipment back into the right place and check that the room is tidy before you leave.

**Review tools for Quiz:**

What I liked

Positive feedback



Language linked with the activity

### RISK ASSESSMENT

<b>Danger</b>	<b>Risk</b>	<b>Persons at risk</b>	<b>Degree of probability</b>	<b>Control measure</b>	<b>Consequence</b>
Damaged equipment	Injury	Group/ instructor	Medium	Check all the equipment before and after the activity.	Low
Slippery surface	Slip and fall	Group/ instructor	Medium	Instructor to check that the area is secure and to do a safety briefing. Check that children are wearing appropriate shoes.	Low
Personal belongings	Lost	Group	Medium	At the end of the session, give back all personal belongings (journal, inhaler, epipens...)	Low

