

Sample AAC Party – Our Social Stars

Location:

Schedule:

- 8:45 -10:00 - Set up room.
- 10:00 -10:30 - Students arrive by car or bus, entry games, slide show and music.
- 10:30 -11:30 - Kids grouped, introduce themselves and tell 1 thing they like, then go to various stations.
- 11:30 -12:00 - Video (students introduce themselves with devices), presentation of certificates, cut cake.
- 12:00 -12:30 - Lunch, fruit, cake.
- 12:30 -1:00 - Clean up.

Invited Guests:

XX
(Trustees, supervisor, superintendent, etc.)

Students:

XX

Pre-Party Jobs:

- Have a brainstorming meeting with school SLPs.
- Collect names of students to invite.
- Create, print and deliver invitations and permission forms/letters.
- Collect responses.
- Book transportation.
- Create and deliver procedural support for students who need it.
- Videotape students using their AAC devices socially in class, with peers, at recess, in class groups, etc.
- Create celebratory movie and prep comments for each student.
- Create opening slide show with still photos from previous years.
- Purchase prizes for goodie bags.
- Prepare name tags.
- Create certificates “You’re a Social Star.”
- Create party take-home books.

- Email attending EAs and SLPs re: parking (with map) and information that students need to have available on their devices.
- Prepare AllTurn-it Spinner for game.
- Prepare communication boards for stations.
- Purchase balloons, table cloth, plates and napkins, make signs for school, banner for party room.

Day of the Party Jobs:

- Pick up fruit trays, cake, coffee, etc.
- Decorate and set up multipurpose room.
- Set up SMARTboard, projector, computer (slide show, movie).
- Welcome table: Students introduce themselves in order to get name tag, introduce EA if able.
- Monitor parking lot
- Take photos throughout party.
- Print individual student photos and add to books.
- Coordinate entry games and toys:
 - Marble Works, cars and board for zooming.
 - Use aided language boards, devices while they play.
- Set up and run sticker/tattoo station:
 - 2 switches “I want a sticker please” or “I want a tattoo please”
 - Use communication devices to describe the one they want if appropriate.
- Set up and run *AllTurn-it* station:
 - Use switch and spinner loaded with things kids find in their device and share with group e.g. favourite colour / food / page in device.
- Set up and run *Go Fish* card game table:
 - Use communication boards, card holders.
- Set up and run celebration video and give out certificates.
- Monitor food, drinks, mingle with adult guests.
- Make sure all kids have a *goodie bag* to take away with them – little gift, book about the party (including photo of self at the party) which they can show to class when they return.

Post-party Jobs:

- Clean up multi-purpose room.
- Send thank you and evaluation questions to SLPs.
- Send thank you notes to schools (admin, EAs), school (for use of room), important guests and trustees, transportation.
- Gather and file photos.