



# FALL FESTIVAL OVERVIEW

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**WHO:** All Westgate Students (Head Start Preschoolers - 6th Graders)

**WHAT:** A Fall festival of games, activity stations, cake walk, & trick-or-treating!

**WHEN:** Friday, October 25, 6:00 - 8:00 PM

**WHERE:** Westgate Elementary School

**WHY:** This event helps build community spirit, provides a safe alternative to trick-or-treating, and is a PTA fundraiser.

If you have never been to a Westgate Fall Festival before, you're in for a treat! It is one of the biggest, most fun, most spectacular PTA fundraisers of the school year. We offer games, raffles, moon bounces, a cake walk, and trick-or-treating. It's a huge party that the children love. If you have any doubt, ask a student who has been before! Siblings, family members, and friends are welcome at Fall Festival and costumes are encouraged! (Please remember friendly costumes only and no weapons, pretend or otherwise, are allowed on school grounds).

**Here is the tricky part: Fall Festival is run entirely by parent volunteers!** This is not an event coordinated or run by teachers or school staff. Therefore, we need everyone to pitch in and help out. (This includes grandparents, aunts, uncles and guardians.) This fundraiser simply cannot happen without everyone getting involved. Doing your part is easy. It is a simple process to volunteer, donate, and otherwise help out. Please read the information below and complete as many steps as you can.

## GAMES & ACTIVITIES

- Games and activities at Fall Festival are paid for with tickets.
- Ticket pre-sales will happen every morning Oct 21st-Oct 25th from 8:30am-8:50am in the lobby next to the front office. They will also be sold on the night of the event.
- Activity tickets are 3 for \$1 before the event and 2 for \$1 on the night of the event. Wristbands, which will give you unlimited access to games and activities, are available for \$15. Each wristband is only good for one trip through the trick-or-treat line, however, to ensure everyone gets a chance.
- Trick-or-treat will be 1 activity ticket, while most games will be 2 tickets, except for growing dinos which will be 4 tickets. The moon bounce will be 5 tickets and the cake walk will be 3 tickets. There are **no refunds for unused tickets at the end of the evening** and no exchanges of activity tickets for raffle tickets, so please plan accordingly.
- Raffle tickets can be purchased both before and during the event. Stay tuned for a list of all the fabulous raffle prizes that will be featured at the event.
- No unattended children are allowed at Fall Festival. Please do not drop your children off and leave.

## FOOD

Come to Fall Festival hungry! We offer some great food options. (Please note: CASH ONLY).

- Slice of pizza ..... \$2
- Chick-fil-A Sandwich ...\$5
- Soda/Water..... \$1

## HOW TO SUPPORT THIS EVENT

### Step 1: Volunteer

We need nearly 100 parent volunteers to run Fall Festival. This means nearly every family who attends needs to lend a hand. We understand that younger children may need to be accompanied around the festival by a parent, so the PTA recommends the "divide and conquer" strategy: Have one parent do a volunteer shift while the other takes the children. All the tasks are very straightforward and you'll be given clear instructions on what to do. We are asking for volunteers to work 45-minute shifts and arrive at their positions 5 minutes early.

*Volunteers can sign up online through signup genius.*

**Adult Volunteers:** <https://www.signupgenius.com/go/5080a44a4af2ca2fb6-20191>

**Youth Volunteers:** <https://www.signupgenius.com/go/5080a44a4af2ca2fb6-2019>

**Cake Volunteers:** <https://www.signupgenius.com/go/5080a44a4af2ca2fb6-20192>

*All the links can also be found on our website <https://www.westgate.ptboard.com>*

Once signed up online, volunteers will then receive detailed instructions closer to the event. PTA Room Parents may be helping recruit volunteers as well, particularly if we don't have many parents from a specific grade signed up. Middle and high school students may volunteer to help fulfill their community service hours, signup on the youth volunteer signup. If you are, or know, a middle or high school student who would like to volunteer, send an email to Megan Patrick at [meganpatrick1@gmail.com](mailto:meganpatrick1@gmail.com).

### Step 2: Make a raffle basket donation

An extremely popular feature of Fall Festival is our raffle baskets. This year, we are trying something new. The raffle baskets will be full of donated prizes from the community and parents. If you would like to be part of the raffle committee, or donate a service or gift card from where you work, e.g. a restaurant or massage gift card, please contact Andrea Dusina at [roomparents@westgatewolvespta.com](mailto:roomparents@westgatewolvespta.com).

### Step 3: Send in a bag of candy

Fall Festival features a Trick-or-Treat path through the library. As children wind their way along a spooky path, their teachers will fill their bags with goodies. (And remember as a parent, it's your duty to "test" the candy before your kids eat it!) To ensure we have enough candy to give out to all children, **please send in one large unopened bag of candy with your child**. This bag can be placed in the large box inside the school office labeled "CANDY." The PTA will collect the candy from these boxes.

### Step 4: Bake some goodies

Cakes, cupcakes, rice krispie treats - we need them all! These goodies will be used for the cake walk event. For our returning families please note the change that baked goods will only be used for the cake walk this year.

## CAKE DECORATING CONTEST

Every year we hold a Cake Decorating contest. All cakes entered into the contest are considered a donation for the cake walk. **No cakes will be returned**. Prizes will be awarded for creativity in decorating. Adults and children are encouraged to enter the contest. We will have three separate categories. Kindergarten to 2nd grade - 3rd to 6th grade - Adult.