

EXO DAY
STUDENT MANUAL
2009

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*A NOTE FROM SCOTT (SANGA) SAMWAYS

Hey guys,

I am so excited that you are running an Exo Day in your school this year. I really believe that as we all work together we will see an impact upon our state like never before.

When I look around and see how many young people are frustrated with life, turn to drugs, get into crime or even resort to self-harm I get so stirred up. Your generation has big questions and is desperate for answers. In a world where young people face dysfunctional homes, broken hearts and lost hopes you have an answer. You can be the solution in your school. You have experienced that the message of Jesus Christ is the solution. Introducing your friends to Christ doesn't just get them saved, but it is the foundation for living a life with purpose, living your dreams and making this world a better place.

Make sure you jump onto www.thebigexoday.com to register your school and look out for the Exo Tip of the Week.

I can't wait for the Big Exo Day!! It is going to be electric. So, invite your friends and pump it in your school. On September 19, when we all gather at the Sydney Showground, we will see God do more than we could ever imagine.

Know that we here at Youth Alive are praying for you and if you need help with anything, please don't hesitate to contact us in the office on 8846 4641.

Thanks for playing your part!

Sanga

*WHAT IS AN EXO DAY ALL ABOUT??

Exo Day is a Youth Alive NSW initiative run in schools. It is put on *for the students by the students*. This God inspired idea gives a chance for the Christian students to unite as one in reaching their friends with the love of Christ through a free lunchtime festival.

School Exo Day Purpose

- To present the message that: “Life can be Excellent” (Exo) with Jesus!
- To encourage students that their life can be excellent no matter what they’re going through and that they have purpose and destiny.
- To provide a fun and exciting lunchtime festival as a gift to the school.
- To encourage young people to take responsibility for their environment and impact it positively.
- To promote THE BIG EXO DAY.

Exo is all about taking your youth group/ ministry and all the youth groups/ ministries in your area into your school; bringing a positive message that life can be excellent.

Exo is a great way to attract the majority of your schoolmates into one place at one time for a free lunch. They will be entertained and hear that life with God can be excellent!

This booklet will give you examples and all the information you need to run your Exo Day. Your Exo Day can be whatever you want to make it. The possibilities are endless!

It’s an amazing opportunity for the students to be a blessing and to have impact in their school.

Depending on permission from the school, young people can share their faith and express the message that life can be excellent with Jesus.

***INGREDIENTS OF A GREAT EXO!**

Here are the ingredients of a great Exo Day. They are in order of importance so keep this in mind as you prepare your list of jobs / tasks / responsibilities.

***FOOD**

***SPONSORSHIP**

***PROMOTION / ADVERTISING**

***COMPETITIONS / GIVEAWAYS**

***LUNCHTIME ENTERTAINMENT**

***PROMOTE THE BIG EXO DAY**

***FOOD**

The whole selling point of the day is that people will be getting a **free lunch**. You need to first and foremost come up with food to give to people.

Think about what's do-able (ie. What you can manage with the size of your team and the amount of support from youth leaders / chaplains / teachers etc) and then what your fellow students would like to eat.

Then think through the equipment and individual items that you'll need to make the food side of things happen. Get your youth leader or chaplain's to help on this one if need be, because it's a really crucial one to get right!

For example, here is what you'll need for a sausage sizzle:

1. Sausages and Bread (at least enough for 1 per person)
2. BBQ (your school will possibly have one)
3. Tongs & BBQ Equipment (knives etc.)
4. Onions & Sauce
5. Oil to grease the BBQ to stop the sausages from sticking & salt to clean
6. Serviettes to serve sausage sizzle with
7. Drinks / Cordial & McDonalds "Orange bowl" Container (from your local Macca's)
8. Ice for your drinks
9. Garbage bags for the rubbish!

This list is only limited to your imagination. You can be creative and think of other ideas for a free lunch, if you want!

***SPONSORSHIP**

Sponsorship is really important because basically, you want to avoid paying for the food and prizes you will be giving out. You are going to need to find people or local businesses who are willing to provide or help you with food, prizes etc. The best place to begin is the local shopping centre - they will most likely be familiar with your school and the business benefit from being promoted in a local school.

To do this successfully, there are a number of things you require:

1. Faith
2. Prayer
3. Letter from principal/Christian leader
4. Confidence
5. More Faith & Prayer
6. Ask (James 1:5)

Here are some ideas of places to ask for sponsorship: Coles, local butchers, Woolworths, Tip-Top, Buttercup, Clothing stores, CD stores, Toy stores, Make up stores, Surf shops, Cinemas, McDonalds, Food shops, Time Zone, Mobile phone stores etc.

You need to get whatever you can, from as many different places as you can.

People love anything free!

***PROMOTION & ADVERTISING**

The next major ingredient is promotion and advertising. You need to increase the awareness of the event within your school! Your goal is to make EXO an anticipated event for everybody in your school. It needs to be the thing people are talking about, leading up to the day.

So, how do you do this?

- Get the word out
Posters, assembly announcements, roll call announcements, fliers, handouts- anything that will let people know that EXO is coming.
- Be noticeable
Do things regularly that will make people notice what you are doing!
- Include everybody
For the very first Exo Day, they handed out a raffle ticket to everybody in the school during roll call. To enter, the students had to write out John 3:16 on the ticket, and during lunchtime, people had to put their raffle ticket in the box that was located near the food. They got over 800 entries with John 3:16 filled out by each of the students! Your promotion needs to include everybody - don't just go for one grade or one class...
- Be clear and informative
Let people know exactly when and where the event is going to be held.

***COMPETITIONS & GIVEAWAYS**

People love getting free stuff. If you have a whole heap of free stuff to give away, then your event will be a success.

Work hard to get major prizes that you can use for raffles & throwing small things (eg. lollies) out into the crowd during games you run always work.

Another useful tool is **show bags**. In these, you can put brochures and vouchers from the shops you have been sponsored by. Remember that businesses want to know what THEY

are getting out of giving you free stuff. These bags must also contain your youth ministries programs and promotion gear for The Big Exo Day. If you decide to do show bags, everyone must get one, so that everyone has information about your local churches. Don't forget to include all the youth groups involved in your Exo.

***LUNCHTIME ENTERTAINMENT**

You'll need to entertain the students that will be at your Exo Day, being inclusive of everyone! You can have games, jumping castles, free rides, extreme sports demonstrations, guest dance groups, guest speakers or a live band. (See Ideas Central page for more ideas)

Make sure to devote an amount of time when the most number of people will be there to promoting what your youth ministries will be doing this weekend - give people all the details, times, and draw attention to the program in their show bags. Make sure you have extras to hand out to the students.

***PROMOTE THE BIG EXO DAY**

The Big Exo Day is a fun day, full of lots of new and exciting things each year. There is FMX, BMX, Monster Skate Park, basketball, strawberry fields for the girls, 5 live stages including hip hop all the way to hardcore, there are markets and rides. There's something for everyone so know that your friends will love it. Now that is just the day program and then the night begins.

Don't forget to encourage people to attend the Big Exo Day. Make sure you have fliers to hand out and posters displayed, speak to your Principal and see if you can even sell tickets to the Big Exo Day at your School Exo Day. Check out the last section of this manual on "The Big Exo Day" for more info.

*SAMPLE LETTER TO PRINCIPAL

*[This is a sample letter which you can give your principal when requesting an Exo Day in your school.
Remember to read and edit this letter as it is only a draft.]*

Dear **principal's name**,

This letter is to inform you of a lunchtime festival called Exo Day, which is run in High Schools across New South Wales. The purpose of Exo Day is to provide an opportunity for the Christian students in High Schools, to bless their fellow students. It aims to encourage students that life can be excellent no matter what they're going through and encourages them to live their life with purpose and to take responsibility for impacting their community positively. The idea behind this program is that the students are responsible for organising the event in their school. The way each school runs the day is determined by the principal and the students within the school and depends upon the availability of resources.

Previous Exo Days in other schools have helped foster a sense of community and have also positively increased the schools' profile in the community. Many businesses are impressed with the enthusiasm of students who want to bring a positive and affirming message to their fellow students and staff. Young people can be viewed in a negative light, and having students do something positive for their school community is a great way to build the school's public profile and teach young people responsibility.

We have thought of a few ideas for the day if we were to run it at **name of school**. Some of these include; providing a free sausage sizzle for the whole school, competitions, games and giveaways as well as a live band. We are also aware that if we run this program in the school, there is a financial requirement. We will seek out sponsorships from the local community to fully fund this day so that it wouldn't cost the school anything at all. Otherwise the local youth group **name of youth group** has agreed to provide finance.

We also recognise that there are a lot of jobs to be completed before and on the day itself. We are confident that with the support of the Christian students in the school and youth leaders from some of the local youth groups, we will be able to fulfil this need.

We are keen to see this program happen in our school as it will give us the opportunity to provide a gift for the school and our fellow students, as well as providing an excellent opportunity to tell them about what it means to be in a relationship with Jesus Christ and just how excellent life can be!

We hope that you are interested in the idea of seeing this program happen in our school, and would love to meet with you to discuss the possibilities and answer any queries you may have.

God Bless,
Students name(s)
year

*[This is a sample letter which you can give your principal when requesting an Exo Day in your school.
Remember to read and edit this letter as it is only a draft.]*

*SAMPLE LETTER TO SPONSOR

*[This is a sample letter in which you can give the business you approach for sponsorship
If you have a great Teacher who is helping you use their details instead of your Youth Pastor]*

***date**
Youth Pastor
Youth Pastor
name of school
contact details*

ATTN: Manager

We live in a world where teenagers have more money but value life less, more time but nothing to do and more opportunities but less hope. We believe it's time for a turn-around.

EXO is an initiative in NSW high schools designed to practically show students that 'Life can be Excellent' (EXO)! Exo Days are lunchtime festivals *run for the students by the students*, and are designed to encourage students that life can be excellent no matter what you're going through. Supported by Youth Alive – the nation's largest inter-denominational faith-based Youth network – Exo started in 2002, and now in 2009 the aim is to see Exo Days being run in over 200 high schools across New South Wales, reaching around 200,000 students.

Our church along with a few other local churches are aiding the students of ***name of school*** to run their own Exo Day festival. The festival will be held on the ***date and time of your Exo Day***, at ***name of school***. The majority of the ***1200*** strong student population of the school will be involved in some or all of the following activities...

- Live Bands
- Games
- Free food during lunchtime (Sausage Sizzle and drinks)
- Free show bags for the students (including vouchers, VIP card, stickers etc.)
- Giveaways (vouchers, clothing, stickers etc.)
- Major Prizes (X-Box 360, PSP's, DVD players, iPods etc.)

We would like to invite you to consider sponsoring and being associated with such an exciting, community-impacting event. In recognition of your support, your company / organisation will be endorsed regularly, with the inclusion of any business material, such as promo cards, you can give us to place in our show bags or signage and logo placement if suitable. We will acknowledge your support for the youth of this city. What we would like to ask from you is financial or product sponsorship for our Exo Day, in any of the aspects of the festival listed above.

I will contact you by phone or in person over the next few days to discuss the possibilities.

Yours for the youth of this city and this generation,

student signature

student name, student of ***school name***
Mobile #: 04** *** **

***A TYPICAL EXO DAY**

Leading up to your Exo Day, your team will need to organise sponsorship, giveaways, food, drinks, prizes etc. Come up with fresh and fun ways of giving these things away!

Everybody gets free food and drinks!! In previous years there has been heaps of awesome stuff going on during lunchtime Exo Days. Below is how a typical EXO day could run. Be creative and enjoy yourselves!

12:00pm START

Great Aussie Sausage Sizzle!

12:05/12:10pm

Announcement / Welcome everybody. Briefly explain what EXO is.

12:10pm

Live Band Starts

12:20pm

MC giveaways / competitions/ games!

12:25pm

Break dancing comp? Another competition?

12:30pm

Guest speaker or testimony

12:40pm

More giveaways

12:55pm

Promote the BIG EXO and encourage them to come to your youth group.

FINISH!

This is just a rough guide, you may have longer or you may only have a few minutes...You can literally do anything you like!! (But make sure you have permission from your principal.) Check out the schools list on the net to find out what is happening at other schools, this year! Also hit up the IDEAS CENTRAL...be imaginative and have fun!

- * Live art
- * Drawing Competition
- * Graffiti Workshop
- * Face Painting
- * Design your own T-shirts
- * Tattoo Painting *

- * Crazy Themes
- * Crazy hair cuts
- * Playstation/Xbox Zone
- * Pet Corner * Slam Dunk Comp * Skate Demos
- * Eating Comps *

- * Dance-off * Beat-Boxing Comp * Guest Dance Group * Stand-up Comedy * Name the Song * Live DJ's *

- * Great Aussie Sausage Sizzle
- * Pie Throwing * Café * Krispy Kreme Challenge * Biggest Bubble Gum Bubble * Giveaways *

- * Highest Ollie
- * Red Bull Car
- * BMX Freestyle Tricks * Longest Bike Jump
- * Car/Bike Shows
- * Skate Park

IDEAS CENTRAL

- * Bubble Machine * Radio Station Participation
- * Op-shop * Jumping Castle * Pet Corner
- * Chick Zone
- * Guest Speaker! *

- * Hand-Ball Comp * Table Tennis
- * Darts * Pool * Three-legged Races * Look-a-Like Comp
- * Paper aeroplane Comp *

For the Teachers:

- * Coffee & Cake
- * Teachers zone * Gift for each teacher

***HOW TO BE AN EFFECTIVE TEAM LEADER**

One of the biggest challenges for you is going to be working out how to motivate and assemble a team of people around you to carry the event. **YOU WILL STRUGGLE IF YOU TRY TO DO IT ALL ON YOUR LONESOME!** The Bible says that one can put 1000 to flight, while 2 can put 10 000 to flight. (Deuteronomy 32:30). The potential of Exo Day increases as your level of teamwork, unity and the size of your team increases.

When you start planning grab one of the students in a year below you and have them do it with you so that you can train them up for next year, this will help to see your Exo Day go beyond just you and live on in your school long after you have gone.

If you effectively lead your team, your Exo Day will be a success.

There are so many ingredients that are needed to make the day happen. Because you cannot be in more than one place at a time, you are going to need a great team.

You need to prepare (before the meeting) a list of responsibilities / tasks / jobs and the number of people that you will need to complete each one. After you have done this, you need to sort the jobs into the following categories:

- a) What is absolutely essential (SKELETON)
- b) What is very important (FLESH)
- c) What is not necessary but would be good (CLOTHES)
- d) The cherry on the cake stuff (WATCH, BELT, JEWELLERY etc)

Once you have done this, make sure that you have people looking after the absolutely essential before you get people looking after the cherry on the cake stuff. Remember, you can't put the belt on until you have the skeleton, flesh and clothes on.

Here are some tips on how to effectively **ASSEMBLE & MOTIVATE** your team and **DELEGATE** responsibilities within the team.

***ASSEMBLING THE TEAM**

The first step for you to run Exo in your school is to get your team in one place at the one time for a meeting.

You need to make phone calls to let your team know where this meeting is going to take place. You may even need to walk around the school during recess to remind your team to be there. Don't just expect everybody to show up!

Once you have everybody at your first team meeting (make it a lunchtime, or for an hour after school), then you can start...

***MOTIVATING THE TEAM**

To motivate your team, you need to get them to take ownership over the Exo Day. You need to get your team from a point of no vision and confusion to a point of **WANTING** to see the vision happen and **WANTING** to do what needs to be done. To do this, you need to do the following:

***Outline the Vision**

Tell your team what Exo is all about.
Explain the event

***Communicate the benefits**

Tell your team what Exo can achieve.
Give a testimony of what Exo has done in other schools.

***Outline what needs to be done**

Tell everybody the ingredients that make Exo happen.
Practically, who do we need and what jobs do we want people to do?

***Ask people if they're committed**

Put the challenge out there - you don't have much time so they need to make the decision whether they can help or not.
Make sure that they are totally behind it and if they commit to something and don't do it, then they'll be letting everybody down.

Once you've done this, then you can...

ENCOURAGE - ENCOURAGE - ENCOURAGE!

***DELEGATE RESPONSIBILITIES**

Here are a few tips in delegation:

1. Give the big responsibilities and jobs to people that are responsible and can handle them.
2. Set people up for a win - tell them how to be successful in what they are about to do and give them whatever they need to be successful (for example, if you are sending someone to get sponsorship, make sure they have a photocopied letter from the principal or youth pastor).
3. Follow up on your team members' progress and assist them along the way.

You will need to read over this section over and over again - YOUR LEVEL OF TEAM LEADERSHIP WILL DETERMINE YOUR EXO DAY'S LEVEL OF SUCCESS.

Have team meetings frequently - at least once a week during the planning stages and twice a week leading up to the event. Both you and your team need to give Exo all you have and really sacrifice if you want to see it happen. Pray during your meetings and really take on the spiritual leadership of the event. You have been chosen, and have the responsibility of leading what God wants to do in your school through this event.

*EXO TIMELINE & CHECKLIST

Below is a timeline and checklist of what needs to be done leading up to your Exo Day...Give yourself plenty of time to do it all, time will fly!

***8-12 WEEKS BEFORE (Do this as soon as you can)**

- Obtain permission from the Principal to run Exo Day
- Assemble a team of committed Christian students/school chaplain/youth leaders
- First meeting: Plan what you want the day to look like - Brainstorm
- Get a letter from the Principal / Youth Pastor to assist you with getting sponsors (sample letter provided earlier in this manual)
- Register your school on the Exo Day website (www.thebigexoday.com)
- Request special guest bands or speakers from Youth Alive NSW.
- Start praying about it!

***6-8 WEEKS BEFORE**

- Develop a schedule of how the program will look on the day. (GET PRINCIPAL APPROVAL FOR EVERYTHING YOU'VE PLANNED)
- Start searching for sponsorship from anywhere and everywhere. Get the ESSENTIALS (i.e. bread and sausages), before you get the BONUSSES
- Organise the BBQ to cook on and equipment to cook with
- Confirm guest speakers, bands, entertainment.
- Request flyers/posters for the Big Exo Day from Youth Alive NSW.
- Start promotion (posters, announcements)
- Have meetings once a week and keep praying!

***4-6 WEEKS BEFORE**

- Allocate team leaders to oversee each section of the day.
- Get each team to split up in meetings and talk about their ideas and organise their area on the day.
- Make sure all team leaders report everything they're doing so you're in the loop.
- Have prizes, giveaways and all sponsorship confirmed.
- Re-confirm with major sponsors delivery/pickup dates and times.
- Ask for permission for any outside helpers to come into the school.
- More Prayer!

***2-4 WEEKS BEFORE**

- Have regular meetings to evaluate everyone's progress.
- Keep approaching sponsors and gathering prizes. You should be working on the IMPORTANTS and also the BONUSSES.
- Organise all sound equipment.
- Get Permission for some of you to be out of class the periods before to set it up , cook the BBQ etc
- Allocate student(s) to host any special guests.

- Prepare working with children forms for any guests coming into the school, and also for any volunteers coming in to help out on the day that are over 18. (This is important because anyone who hasn't filled one out WILL NOT be allowed into the school.)
- Confirm announcements can be made at school assembly
- Pray, Pray, Pray!

***1 WEEK BEFORE**

- Increase promotion to ludicrous speed!
- Pack and store show bags, prizes, giveaways, etc.
- Daily team meetings.
- Have a run sheet for the day and finalise who will be looking after what ON THE DAY (e.g. cooking, entertainment, crowd control, etc.)
- Re-confirm (again) major sponsors and pick-up and delivery times.
- Organise a cleanup schedule for EVERYONE to help out with.
- Even if you think you've prayed enough, pray some more!!

And finally...

***ON THE DAY!**

- Promotion EVERYWHERE + The Big Exo Day Posters and Youth Group stuff
- Prayer meeting and final run through with your team one hour before school
- Collect major sponsorship
- Make sure your guests are well looked after
- Make sure working with children forms are all signed by guests and visitors
- Start cooking the food at least one hour before lunch.
- Make sure each team is setting up and looking after their area of the day so that you don't have to do everything
- Help out anywhere it's needed!
- Promote the youth ministries or relevant youth group, the message that "Life is Excellent", and the Big Exo Day
- Don't forget to thank the Principal and your sponsors sometime during the day
- Take photos and videos to record the event!
- **HAVE FUN!!**
- **Leave the area you've used cleaner than you found it.**

***AFTER THE DAY**

- Meet with your principal to thank him or her and get their feedback.
- Present sponsors with certificates of appreciation.
- Remember to keep a record of everything you do so that you or other people can use the information the next year.
- Send Youth Alive an email and let us know how it went schools@youthalive.org.au

*THE BIG EXO DAY!

So you're at your School Exo Day and now you are wondering...how can I get my friends to connected to my local youth group/ youth ministry and to attend THE BIG EXO DAY?!

Here are some essential ideas to help you out!

- Prayer! (Don't underestimate the power of prayer.)
Start off every planning meeting, praying for your school! 'See you at the pole' is such a great opportunity to really pray for the students, teachers and your team!
- If the school allows you, get all of the youth ministries that are involved to have fliers available. (If your youth ministry doesn't have a flier you could make one)
These fliers would be great to have in every show bag!
- Step out and ask them!
This day is the easiest day to ask your friends - don't worry about what their response will be, just ask.
- Pump THE BIG EXO DAY. Get fliers and posters up!! If you can, play the promo DVD! After seeing that, who wouldn't want to come!! They will be asking you about it!
- Keep in mind your actions speak louder than words - this goes beyond just the day!
- Be united. Don't devalue other Youth Ministries just because they are different to yours!

CHECK OUT THE BIG EXO DAY WEBSITE FOR MORE
INFORMATION ON WHATS HAPPENING
www.thebigexoday.com

*YOUTH ALIVE NSW - IMPORTANT CONTACTS

Youth Alive NSW
Tel: 02 8846 4641
Youth Alive Website: www.youthalivensw.com

Leo Huber
Email: leonore.huber@youthalivensw.com
Schools Exo Day Web: www.thebigexoday.com - Register Your School Today

(If you need promotional material, are wanting a special guest in your school, need help with your schools' Exo Day, or have any questions, please email Leo Huber on the above address.)