



Organization Name
Community-Build
Design Day – Date
Build Day – Date

Design Day Agenda The Children's Meeting

Facilitator: Planning Committee Chairperson

The purpose of the children's meeting is to get input from the "playspace experts" (the kids, of course!) in the community about what they would like to see in their new playspace. We will also be teaching the children about the importance of service, playspace safety and how they can take good care of their new playspace.

- 10:00 – 10:10 P.M. Welcome and Introduction of Playspace Experts
- 10:10 – 10:20 P.M. Safety - The New Rules that Come with the New Playspace
- 10:20 – 10:50 P.M. My Dream Playspace - Design Ideas from the Experts
- 10:50 – 11:00 P.M. Thank You to the Children

The Adults' Meeting

Facilitator: Planning Committee Chairperson

The purpose of the adults' meeting is to take the playspace ideas the children have generated and use them to shape the design of the community's new playspace. In other words, we will start planning what will need to happen in order to make the children's playspace dreams a reality!

- 11:00 – 11:05 P.M. Welcome from Organization Name
- 11:05 – 11:15 P.M. Background and Community-Build Process
- 11:15 – 11:25 P.M. Overview of the Build Day
- 11:25 – 11:35 P.M. Service Learning – What is it? Why is it important?
- 11:35 – 11:50 P.M. Planning Committee Structure and Assignment of Roles
- 11:50 – 12:15 P.M. Tapping Community Resources – What resources do we have?
- 12:15 – 12:45 P.M. Let's Design a Playspace - Developing our Wish List!
- 12:45 – 12:50 P.M. Closing Remarks

Playspace Site Visit

Facilitator: Representative from the school or organization

The purpose of the site visit is for you, your planning committee members, and the play equipment vendor to familiarize themselves with the site. At this time, we will measure the site; note concerns, oddities and potential obstacles associated with the site; sketch the site; and begin identifying potential side projects that can be undertaken on Build Day.

- 12:50 – 1:00 P.M. Walk the site

Please note: Playspace Planning Chairperson will be available immediately following Design Day activities to address any additional questions. After Design Day, the Project Manager can always be contacted by phone or email:

Office:

Cell:

Fax:

Email: