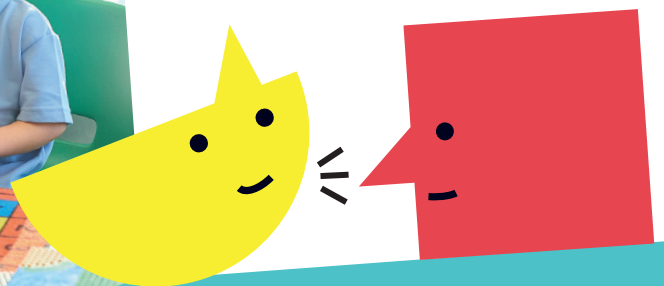


## How-to guide for teachers

### The basics

- 1.** Encourage your children to have fun taking part in a whole school day of talking and listening activities with no writing!
- 2.** Ask your children to bring in **£1** to take part in the day – and raise money to support children who struggle with talking and understanding words.
- 3.** Raise awareness of the importance of communication skills in your school.
- 4.** Improve children and young people's communication skills through a day of talking and listening activities – starting with the biggest ever **show and tell!**



**Suggested  
£1 donation**

## How to prepare

### One week before, get the ball rolling by...

- Telling children you will be doing **No Pens Day: Show and tell** in one week.
- Asking them to bring in **£1** to take part in the day. Explain the **£1** will go to support children who struggle with talking and understanding words by donating to a charity who work to support those children (Speech and Language UK).
- Printing and send home the parent leaflet about **No Pens Day: Show and tell**.
- Asking children to start thinking about what they might like to bring in or talk about for the day. This could be:
  - An object from home that they love
  - An item of clothing
  - A photograph of a person who they want to talk about
  - A photograph of a special memory
  - Something imaginary! They don't have to bring anything in – they could just think of something they want to talk about.
- Showing children the visual prompt card that they can use to help them prepare. They can also use this on the day as a reminder to help them talk about their show and tell item.



### Throughout the week leading up to the day, get your children ready by...

- Making comments about things that children could bring in or talk about for **show and tell**. Some examples could include:
  - "You know lots about Space. Maybe you could consider bring a space-themed show and tell".
  - "I can see we are all talking a lot about aeroplanes today. I wonder if anyone has photographs of holidays they have been on for **show and tell**?"
  - "You've learnt lots in Art about XXX artist. Perhaps you can create your own artwork at home for **show and tell** based on what you've seen?"
  - "I'd love to see your Lego creations from home on No Pens Day. Can you bring in one that you are proud of and tell us about it?"
  - "I'd love to know more about your hobbies out of school. Can you bring in something that tells me more about what you like to do?"
- Asking children about their ideas of what they will talk about.
- Talking about some imaginary ideas as well. A child could talk about a spaceship or a unicorn, even without the object or picture. Show them how!

### The day before...

- Remind children that **No Pens Day: Show and tell** is tomorrow!
- Remind them to bring in **£1** to support children who struggle with talking and understanding words.

## On the day

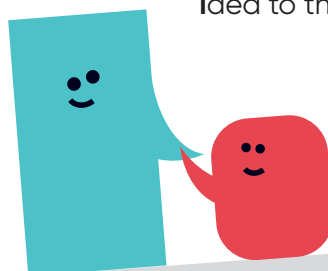
### Begin the day by...

- Reminding children that **No Pens Day** means no writing allowed – all day!
- Explaining that some children struggle with talking and understanding words – and how this makes lots of things in life harder for them.
- Reminding children why they have brought in **£1**. Tell them: “Today, we are raising money to help children who find it hard to talk and understand words.”
- Explaining why having strong communication skills is so important. It helps with reading and writing, making friends, and working out problems together.
- Reflecting on the parts of the school day when children use their communication skills – and asking children to share their ideas too.
- Explaining how **show and tell** is a really good activity for practising these skills and having fun at the same time, because it’s an activity that focuses on talking and listening.
- Explaining that they will work in pairs or small groups. They will present their **show and tell** to their partner or group first, and then decide together which one they want to present to the rest of the class later in the day.
- Remind children that they can still take part in the **show and tell** even if they didn’t bring anything in – they can talk about something imaginary.
- Demonstrating how to present during **show and tell** using the visual prompt sheet. Ideas to mention include:
  - “My **show and tell** item is...”
  - “I love this because...”
  - “This is special to me because...”

- Including children who struggle with talking and understanding words.
- Encourage your children to think about inclusion by saying something like: “We want everyone to be able to take part in **No Pens Day: Show and tell**, but some children find talking and understanding words easier than others. What are some other ways that you can join in if you find it hard?”
- Suggest ways that children who struggle with talking and understanding words can get involved, such as:
  - Pointing and holding up the object while your partner talks about it.
  - Saying a few simple words.
  - Asking your partner questions using a visual prompt sheet.

### Pair and share

- Split children into pairs or small groups.
- Consider grouping children together based on:
  - Whether they have an item for **show and tell** or not (that means thinking about pairing a child who hasn’t brought anything in with a child who has brought something, so no one is left out).
  - Whether they have speech and language challenges or other challenges that might make the activity difficult for them.
  - Whether they are more or less confident talking in front of the class.
- Give each pair or group a visual prompt sheet to use when presenting their **show and tell** idea to their partner or group.



## Preparing for whole class show and tell

- Once everyone has had a chance to present their **show and tell** in pairs or small groups, they decide together which item they would like to present together to the rest of the class.
- In their pairs or group, they should make a plan for how they will present the item, who will talk first, which parts will they each talk about, who will take more or less active roles, etc.
- Consider giving role cards out so that children are able to take a role based on their skills sets and what they feel comfortable with. One child might be the "presenter" and have more of a talking-based role, while another child could be a "demonstrator" and focus more on holding up and showing the item while their partner talks about it.
- Then they can rehearse their presentation together so it's ready to present to the class.

## Whole class show and tell

- In pairs or small groups, children stand up in front of the class and present their chosen **show and tell** item, using the visual prompt sheets as needed.
- After each presentation, the rest of the class have the opportunity to ask questions.



## To end the day

- **Celebrate!** Arrange a fun game or have a whole school assembly to celebrate the fact that children have raised money to support children who struggle with talking and understanding words.
- Send all children home with a **certificate** for taking part and our **leaflet** for parents with some follow-up questions they can ask their child about how the day went.
- **Make sure everyone feels good about what they have done!** Remind your children that, by bringing in **£1** and taking part in **No Pens Day: Show and tell** they have done something very special, which will make life better for other children who struggle with talking and understanding words.

