Step 1 - Scheduling \& Planning

Please find listed below the recommended actions that you need to take during this step of implementation:

## Assess Facility Access

When planning your Fun Day event, ensure you can access practice facilities at your venue and discuss the event with your management team. Depending on the length of your fun day event, you may need to get out on the course for the 3-hole team scramble and use an area within the club to run a short award ceremony.

## Decide on the Fun Day Duration Type

Fun Day events can range between 60-180 minutes in duration depending on the needs of your venue and coaching time. You should decide which event duration is suitable.

## Decide on the Size of Your Event

Decide on the number of places that are available within your event. You should only offer 8 places for each coach that can deliver your Fun Day event.

## Decide on your Fun Day Age Range

Decide on the age ranges that can attend your Fun Day. Base this on your ability to maximise capacity but also align this to Junior Camp and Junior Monthly classes that you have running and the classes that may need spaces filling.

## Decide on your Event Date

Fun Days should drive activity into the Junior Camp and Junior Monthly program. Therefore, when planning your Fun Day event date ensure it links to these programs. We recommend a Fun Day should run at least 3 weeks before a Junior Camp whilst your Junior Monthly program should be running on a continuous basis.


## Decide the Start Time of your Event

Decide on the start time of your event based facility access at your venue and the duration of the event you are running.

## Price your Event

Decide on the price of your Fun Day event. You can use our handy calculator within the Junior Fun Day Page but you need to consider if your event includes lunch, refreshments, prizes or if their any chargeable elements at your venue.

## Schedule your event

