



Final Report

02/08/2005

Peterborough Children's Water Festival

2005 Final Report

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Festival Co-ordinator



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Message from the Chair

Welcome to the fourth annual Peterborough Children's Water Festival, a key community event towards fostering awareness for our youth about the importance of water and helping to ensure high quality water resources for future generations. This year we are helping to educate close to 1600 elementary students, 300 parents and 250 volunteers.

This ambitious event could not happen without the support and assistance of many dedicated professionals and volunteers from the water management sector, education, community associations, government business and news media. Your contributions of time, financial support, goods and services have helped make the Peterborough Children's Water Festival an engaging educational experience. On behalf of the children attending the Festival...Thanks!

I will close with the theme of remembrance and reflection. It has just been over five years since the Walkerton Tragedy, with the deaths of seven people due to the negligence of a few and the ambivalence of many. It has been a turning point for anyone involved in providing safe drinking water to the public. And so when you walk the grounds today, take a second and remember how fortunate we are to have an abundance of water, the know-how to provide safe drinking water for consumption and the attitude to ensure that we maintain our vigilance against the risk of contamination.

Sincerely,
K. Grant Murphy, P. Eng.
Chair, 2005 Peterborough Children's Water Festival.



Introduction

The Peterborough Children's Water Festival has become a household name in the community. The messages learned at the Festival are continued when the students, teachers, parent helpers and volunteers get home. These new habits of conservation and protection will impact the demand on our most important resource.

With the completion of the 4th annual Festival, over 6000 students from the City and County have participated in this hands on, curriculum linked experience to date and over 1000 volunteers from community organizations have helped to create this Festival.

As each year passes, more students, volunteers, teachers, parent helpers and sponsors are reminded how important this resource truly is. Shaping the attitudes about the importance of water in our daily lives and it's use, consumption and protection is a passion for the Peterborough Children's Water Festival.

There were many highlights for the 2005 Festival, and each aspect improves the quality of experience.

The creation of the website was successful in many ways. The site was used by all aspects of the Festival as the primary source of information. It was instrumental for teachers to register and gather the required information to make their day run smoothly. Volunteers used it as a tool to access background research on their chosen activity centre. It showcased all sponsors to thank them for their support and was an avenue which all steering committee members could access agenda's, meeting minutes and other information necessary.

Becoming a member of the Children's Water Education Council was also an important step for our Festival. This membership has allowed for networking with other Festivals across Ontario, provides materials and logistical support.

This year's focus of improving the effectiveness of the activity sheets provided to the volunteers was successful. Ensuring that the language was consistent throughout emphasized essential water related messages. Many activity centres were related to turn of the century practices as well as to what is happening in third world countries today. Creating this connection linked awareness in the

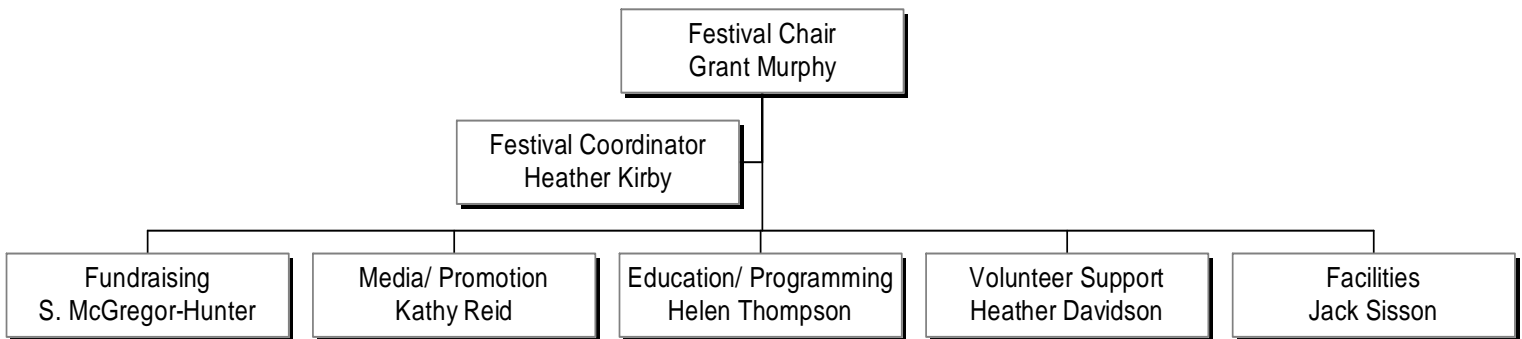


students and volunteers that there are issues that are occurring this very day by children the same age.

Steering Committee

The 2005 Steering Committee were extremely eager to plan the Festival and worked effectively and efficiently together. As most of the committee members have worked with the Festival in previous years, they were able to focus on certain aspects that they felt needed attention.

Chart 1: 2005 Steering Committee Structure



The Committee is made up of representatives from many local organizations within the City and County of Peterborough. Partners of the 2005 Festival are: Peterborough Utilities Commission, Riverview Park and Zoo, Peterborough Green-Up, Trent University – Department of Geography, City of Peterborough, Peterborough County OPP, Otonabee Region Conservation Authority, Kawartha Pine Ridge District School Board, Peterborough Victoria Northumberland and Clarington Catholic School Board, and Lang Pioneer Village.

The Steering Committee will continue to grow and reach new organizations in our community. Marketing existing partners and adding new partners will keep the Festival moving in a positive forward direction in our community.



Fundraising

Responsibilities:

- Identify sponsorship needs
- Plan and implement the sponsorship program
- Utilize contacts to prepare a list of individuals or businesses to be contacted for sponsorship
- Send appropriate correspondence to current and potential sponsors
- Make all necessary follow up calls to secure funding

Committee Chair: Sue McGregor-Hunter (Peterborough Green-Up)

Sub-Committee Members: Grant Murphy (Peterborough Utilities Commission), Heather Kirby (Peterborough Green-Up)

Overview:

Fundraising started in August 2004 with the preparation of potential sponsor list. Our budget was approved by the steering committee and that set our fundraising goals.

In addition to making contact with past sponsors, a new list was compiled from the local Chamber of Commerce members. It was felt that these businesses may not have been reached in the past and that it would be beneficial to make initial contact with them. This outreach proved to be successful as we gained nine new sponsors.

It was felt that contacting businesses was important if only to raise awareness in the community about the importance of water. This awareness will be beneficial to the Festival in upcoming years.

The 2005 Festival is the last year of a three-year Ontario Trillium Foundation grant. These funds provide the opportunity to hire a Festival Co-ordinator. The fundraising committee must take this into account when setting their goals for the 2006 Festival.



Chart 2: 2005 Sponsorship Levels:

<p>Festival Friend (<\$500)</p> <ul style="list-style-type: none">▪ Name listed as a Friend on sponsor boards at the Festival, festival literature, and the Festival's website▪ Invitation to the Festival <p>Festival Benefactor (\$500+)</p> <ul style="list-style-type: none">▪ Name listed as a Benefactor on sponsor boards at the Festival, festival literature and the Festival's website▪ Certificate of appreciation▪ Invitation to the Festival, where you will be presented with a Festival T-shirt <p>Festival Patron (\$1,000+)</p> <ul style="list-style-type: none">▪ Logo and name listed as a Patron on sponsor boards at the Festival, festival literature, and the Festival's website▪ Link on the Festival's website*▪ Invitation and recognition at the Festival <p>Festival Sponsor (\$2,500+)</p> <ul style="list-style-type: none">▪ Logo and name listed as a Sponsor on sponsor boards at the Festival, festival literature, and the Festival's website▪ Link on the Festival's website*▪ Invitation and recognition at the Festival▪ Recognition plaque presented to you at one of your board meetings, if requested.

Encouraging new partners to come on board is a challenge each year. Maintaining a high level of customer service with them is essential in their continued support.

Opportunities for Improvement:

To continue to attract sponsors and maintain existing partners, the benefits of sponsorship should be revamped. This could be linked Anniversary aspects of the Festival. By doing so, the returning sponsors receive new benefits, and these new aspects could entice potential sponsors.



Chart 3: 2005 Sponsor List:

Organization	Sponsorship Level
CH2M Hill	Patron
City of Peterborough	Sponsor
Collins, Barrow, Humpage Taylor	Benefactor
Coyle Packaging Group	Friend
Curry Jefferson & Associates	Friend
D.M. Wills & Associates	Benefactor
Dakins Engineering	Friend
General Chemical Performance Products	Benefactor
Herb Lang Well Drilling	Benefactor
Howell Fleming	Friend
Hyprescon	Benefactor
Janus Design	Friend
MacViro Consultants Incorporated	Benefactor
Mueller Canada	Friend
Normapac	Friend
Otonabee Conservation Foundation	Patron
Peterborough Utilities Commission	Sponsor
SGS Lakefield Research	Patron
Simcoe Engineering	Friend
State Farm Insurance	Benefactor
Totten Sims Hubicki Associates	Benefactor
Township of Smith-Ennismore-Lakefield	Friend
Unimin Canada Ltd.	Benefactor
Trillium Foundation	Sponsor
TOTAL SUPPORT	\$44,390.00

Chart 4: 2005 In-Kind Sponsors

Organization	Sponsorship Level
Peterborough Utilities Services Inc.	Sponsor
Nexicom	Friend
Pepsi-QTG	Friend
TAS Communications	Benefactor
Lester Awnings	Benefactor



Kiwanis Club of the Kawarthas	Friend
Ontario Ministry of Environment	Benefactor
One Tonne Challenge	Friend
Sir Sandford Fleming College, Frost Campus	Sponsor
Tim Horton's, Water Street	Friend
Children's Water Education Council	Friend
Crestwood Secondary School – Music Department	Benefactor
Trent University	Friend
Sir Sandford Fleming College – Nursing Department	Benefactor
TOTAL SUPPORT	\$12,000.00

Recommendations:

1. Revamp Sponsor Benefits for the 5th Anniversary.
2. Ensure that future sponsor requests are sent to the contact name on the previous year form.

Volunteer

Responsibilities:

- Recruitment of all volunteers
- Training of volunteers
- Update Volunteer Guide
- Ensure that all activity centres have the minimum number of volunteers to operate safely
- Ensure that all volunteers are fully aware of what is expected of them at the Festival
- Volunteer orientation review each morning of the Festival
- Monitor volunteers at Festival

Committee Chair: Heather Davidson (Peterborough Utilities Commission)

Sub-Committee Members: Natalie Coultice (Ministry of Natural Resources), Meredith Carter (Otonabee Region Conservation Authority), Janette Buckley (Trent University).

Overview:



With the advancements from the previous year, the volunteer recruitment and tracking worked extremely well.

Relationships with the local organizations were reconfirmed and new relationships were forged. This aspect is key to having a solid base of adult volunteers. Another benefit was spreading the water messages to new people/organizations in the community. These relationships also remove the need for a public call, which is a practice that the Steering Committee did not want to perform.

The Festival was supported once again by three local high schools: Crestwood Secondary School, St. Peter's Secondary School and Holy Cross Secondary School. The teachers from each class fully support the Festival and feel that their students benefit from this volunteer experience. The students gain skills such as: public speaking, presentation skills, teamwork, and creating awareness in primary students, teachers and parent helpers. Each student receives a certificate of appreciation to include in their portfolio to build their resume.

Peterborough Technology Services enhanced the volunteer database, developed in 2004 by the Trent University Watershed Science Centre, in 2005. New features and search capabilities were added which made tracking and reporting much more straightforward and concise. The new database allowed the Volunteer Chair to sign up individuals on the spot. This replaced the sign up sheets that have been used in the past and proved to be time effective in this respect.

Opportunity for Improvement:

Recruitment from other organizations is key to ensure that there are adequate adult numbers each day of the Festival. With an increase in attendees and activity centres it is important to maintain the high level of support from the adult volunteers. The connection of sponsoring organizations and the potential to volunteer must be capitalized on to ensure support for both aspects of the Festival.

The importance of the Floater Role was focused on at the initial volunteer orientation as well as the morning of the Festival. This role is set-aside for adults only. There still seems to be a gap in this area as many of the activity centre volunteers requested more marshalling and crowd control. This aspect should be reconsidered for the upcoming Festival to ensure that crowd control



occurs where needed and that the concerns brought up by the teachers and activity centre volunteers are addressed.

Recommendations:

1. Ensure that the Floaters have a more concise description of their role and its importance.
2. Include in the Floater package: ensure that the teacher does a head count at meeting area prior to loading the bus.
3. Have water available for volunteers; remind them at all orientation sessions to bring their own reusable water bottle.
4. Ensure that the contact at each organization is excited and keen about the Festival.

Education & Curriculum

Responsibilities:

- Update Teacher Planning Guide
- Update the activity sheets
- Ensure that the activity centres meet the curriculum demands of the teachers and principals
- Research and development of new activity centres
- Ensure that sponsored activity centres are within the mandate of the Peterborough Children's Water Festival
- Ensure consistent language was used in the activity sheets
- Create Clear and Simple section for new website
- Create Catholic Supplement

Committee Chair: Helen Thompson (Trent University, Department of Geography)

Sub-Committee Members: Susan Chow (Trent University – Department of Biology), Rosemary Davidson (Lang Pioneer Village), Danielle Dumoulin (Ministry of Natural Resources), Ellen Dumas (Peterborough Victoria Northumberland and Clarington Catholic District School Board), Sarah Emhke (Lang Pioneer Village), Judy Gibbens (Watershed Science Centre), Catherine Jefferson (Curry Jefferson & Associates Environmental Services Inc.), Dorothy Howard-Gill (Trent



University- Environmental & Resource Science), Erica McMullen (Trent University Student)

Overview:

A key aspect of the Education and Curriculum Committee is the development and creation of new activity centres and the content of the activity sheets (which are used by the volunteers while presenting the water message). The team worked well together and accomplished the goals that they set out for themselves.

Identification of activity centres that are not as strong as others and coming up with a new concept was challenging, but extremely successful. The four that were focused on this year received excellent feedback from the volunteers and teachers.

New activity centres for 2005: The "Green Roof" activity centre is sponsored by the Peterborough Children's Water Festival and it shows students the value of a naturalized roof top over the traditional hard surface with regards to rain, runoff and recharge. The Ontario Federation of Anglers and Hunters sponsored "Stream Savers" and it visually depicts the importance of naturalized shoreline with regards to erosion and habitat.

Two existing activity centres were completely recreated improving their effectiveness. These were: "Water, Vital to Health" and "Xeriscape".

The Teacher on-line registration component of the PCWF website worked very well. Most teachers found it extremely easy to navigate, to co-ordinate with fellow teachers for transportation and for logistics of the actual day at the Festival. The website was used by most teachers as a resource tool and they enjoyed its ease and convenience.

The Teacher Orientation Session is an opportunity for the Festival Co-ordinator to talk one-on-one with the teachers to answer any questions, to ensure expectations are clear and there is a clear understanding of the logistics of such things as busing, safety ratio of five students to one adult, and meeting location for arrival and departure.

Although most teachers did not attend the Teacher Orientation Session, the days seemed to run smoothly. This occurred because most teachers had been to the



Festival in the past and were very familiar with how the Festival works. New teachers accompanied experienced teachers.

Opportunities for Improvement:

The addition of new activity centres should not be a priority for the upcoming year, though they could be created should opportunities present themselves. The goal in the upcoming year should be to further improve the existing centres, by both broadening the centre's message and ensuring that the volunteer sheets provide adequate material to enable effective communication of the message.

1. Complete the Catholic School Board Supplement (in progress):
 - This task is already underway. Time constraints prevented its completion for the 2005 festival, but it should be available for 2006.
2. Identify and revise some of the weaker activity centres:
 - These centres will be identified by comments from the teachers, volunteers and the steering committee.
3. Broaden Activity Centre Messages:
 - Activity centres incorporate messages targeting grades 3-6. Currently there is a disproportionate amount of attention on the grade 3 curriculum. With minor modifications, it will be possible to broaden the focus of existing centres to provide more educational opportunities for grades 4-6.
 - Expand the activity centre messages beyond Canada. More information about international conditions will be included.
4. Review all curriculum linkages:
 - Ensure that all curriculum linkages are identified in the Teacher's Planning Guide.
5. Teaching Strategy Overview
 - Create a resource sheet containing teaching tips for the Volunteers. This will contain a list of Do's and Don't, targeted at engaging the audience.

Recommendations:



1. Do not include the teacher planning guide on website, to ensure that they have to attend the orientation session to get it
Prepare pre and post activities for all grades for the ease of teachers to use this in the classroom.
2. Include the photo release form with the on-line registration to reduce paper work the morning of the Festival. This will also allow the teacher to ensure that all parents are aware of potential pictures.
3. Have teacher registration earlier to give the teachers more time to prepare.
4. Personally contact the home school and private school groups to invite them to the 2006 Festival. Asking them to spread the word to other such groups will increase community awareness of the Festival.

Facilities

Responsibilities:

- Assist in construction and repairs of activity centres
- Schedule shelters, Orientation Centre, Gazebo.
- Arrange tent rental, determine tent locations, obtain underground locates for tent installations
- Arrange portable communication radios
- Arrange volunteer lunches, coffee carts
- Ensure water, hydro available for specific activities as required
- Map design, printing of map
- Purchase signs for activity centres, sponsors, directional signs, and installation on set up day.
- Activity set up, including tables, chairs, picnic tables, garbage receptacles, signs, banners etc. as required
- Temporary water hook up, truck water to non serviced activities
- Provide assistance as needed during event
- Assist with activity tear down; return garbage receptacles, tables, chairs etc.
- Assist in Activity Centre inventory following event

Committee Chair: Jack Sisson (Riverview Park and Zoo)



Sub-Committee Members: Doug Wells (Riverview Park and Zoo), Richard Sullivan (Riverview Park and Zoo), Maureen Crowley (Peterborough Fire Services, Peter Viser (Peterborough Utilities Commission), Wayne Carpenter (Peterborough Utilities Commission), Dan Clark (Peterborough Utilities Commission)

Overview:

The goal of the Facilities Committee is to provide the location and physical resources required for the successful delivery of the water festival, with minimal impact on normal daily operations of the Park and Zoo.

The set up for the festival on a weekday created little interruption to daily Park and Zoo operations. Total set up time was approximately 8 hours, utilizing a volunteer group of approximately 10 people.

Evening security coverage was increased in 2005 to cover the time period from 3 pm to 7am. This seemed to work more effectively for staffing purposes.

Parking appeared adequate for all 3 days of the festival. Next year the parking and tent locations in the north end will need to be reviewed due to the planned construction of a parking lot extension in that area.

The addition of 2 more portable radios, for a total of 7 rental units was deemed worthwhile.

For the volunteers, the cold drinks planned were not available, however granola bars were available on the coffee carts.

Take down the festival facilities and activity centres was started earlier than expected as a result of an afternoon thunderstorm closing down activities at 1:30. Most of the take down was completed by 4:30 pm. Six Riverview Park and Zoo staff assisted the take down to enable completion prior to 5 pm.

Opportunities for Improvement

1. There still may be opportunities to expand activity centres into the area around the Riverview Creek and the Old Pump House.
2. Any change that would reduce the amount of water that needs to be hauled to an activity centre would be welcome.



Recommendations:

1. Keep the number of radios at 7 for upcoming years.
2. Increase volunteer numbers for set up and take down to save time

Media & Communication

Responsibilities:

- Implementation of a variety of media relations tactics to advance community awareness of the PCWF, i.e. profile of Festival during weather segment on Newswatch @ 6
- Organize the VIP Event, including the presentation of Certificates
- Incorporate regular updates to the website, i.e. announcements of significant dates and complimentary programs
- Plan and execute a promotional video to be used as a fundraising tool
- Production of new visual materials, i.e. PCWF vehicle decals and give-away stickers
- Ensuring that website is current and applicable
- Developing and preparing media kits

Committee Chair: Kathy Reid, Otonabee Region Conservation Authority

Sub-Committee: Heather Kirby, Peterborough Green Up, Festival Co-ordinator

Overview:

The goal of the Media Relations and Communication committee is to implement strategies that will strengthen community recognition, value and credibility of the Festival, as the premier educational learning experience for students in grades 3-6 in Peterborough County and City.

The Media Relations committee successfully delivered the main objectives identified. New opportunities, i.e. profile on Newswatch @6, were well received by both the supporting news media and the community.

VIP Event:

The VIP Event was very well attended this year. Greater emphasis was placed on appreciation and recognition of the sponsors. The guided tour in 2004 was



instrumental in many returning attendees as it is important to show the sponsors what they are supporting first hand.

On the VIP day, the number of primary students was at its lowest over the three days. This was disappointing for the Steering Committee as the energy level at the site is so important for the VIP attendees to feel and hear. The low student numbers can be attributed to the Work to Rule campaign by the Public School Board.

The location of the VIP tent allowed dignitaries the opportunity to view activity centres and the Gazebo area where luncheon entertainment was being held. A tent was set up to hold the VIP event on day one of the Festival, and to hold activity centres the remaining two days. The tent created a bright and cheery atmosphere. It was situated across from the Gazebo where Crestwood High school Band was providing the lunch entertainment for the students. The band was pleasant background music for the VIP luncheon. It also showed the sponsors what a community event the Festival truly is.

Opportunities for Growth:

The Media Relations program did not function with a sub-committee in 2005. Over the course of the past year, several opportunities for growth were identified, particularly in the area of communications. In order to advance communications, effort should again be directed toward soliciting other professionals in the community to join a re-structured Communications and Media Relations Sub-Committee in 2006.

A promotional piece will be developed and filmed at the 2006 Festival. This concept would be used as a tool to attract new support to the Festival. As it was not completed as planned for the 5th Annual Peterborough Children's Water Festival, it will be a priority for the 2007 Sponsorship campaign.

Recommendations:

1. Actively search for a minimum of two sub-committee members to have a strong and effective program.
2. Prepare Request for Proposal, concepts and logistics for the creation of a promotional video with the goal of increasing sponsorship and support for future Festivals.



3. Discuss the opportunity of having a high school band provide lunch entertainment as it has many positives and negatives.

Public Board Work to Rule Strike

The 2005 Festival experienced a decrease in teacher registration this year due to the fact that there was a Work to Rule strike by the Public Primary teachers. The Union did not allow them to do administrative work, meaning they could not register. The registration time for the Festival started on the same day of the work to rule action. Because of this, the registration deadline was extended in the hopes that there would be resolution. The information regarding registration and extension was distributed through the internal mail system at the Board level. The teachers were contacted three times about registration with no dramatic increase in registration numbers.

It was felt that because they were unable to register, the teachers then filled up the time with other activities, making it challenging to change plans again once the strike action was lifted.

Grade 3 and 6 province wide EQAO testing also occurs at the same time as the Festival, but this has never affected registration numbers in the past. Most teachers use the day at the Festival as a reward to their classes to wrap up the testing time.

The home schools and private schools were focused on more than they had been in the past. It is hoped that new attendees realize that this Festival is for all City and County students and they will continue to use the Festival as a curriculum tool.

Website: www.pcwf.net

Our new interactive and innovative website came on line December 2004! It is an excellent resource for teachers, sponsors, steering committee members and



volunteers to learn about the Festival as well as water related issues regionally, provincially, nationally and globally.

All handbooks were posted on the website, plus sponsorship acknowledgements, agendas and minutes for steering committee meetings, activity sheets for volunteers and all background information.

Teacher Registration occurred on line this year as well. This worked out extremely well. Instead of a full package being prepared and sent to each teacher in the City and County of Peterborough, and both the public and catholic boards, a one page letter was sent with the website information and dates. The internal mail system at each board is used to deliver the information and the one page letter was considerate of this avenue.

The feedback from the teachers about the on-line registration was very positive. They found it was easy to use and saved them time. It also saved the coordinator time as one teacher was the representative for the school and information could be relayed the others. Confirmation calls were made to each school so that the personal service was available for the teachers to ask any necessary questions.

Point of View Communications did an excellent job with the creation and development of the website.

Nexicom has hosted the website as an in-kind sponsorship for two years. The Steering Committee is extremely appreciative of the support that a local business gives. This again shows that the Peterborough Children's Water Festival is a community event.

Risk Management

The Risk Management Plan provides procedures for PCWF volunteers and sub-committee chairs to follow in case of emergencies. The plan also demonstrates due diligence by the Steering Committee in their evaluation of specific risks.

Important procedures that were added on to the existing procedures in 2005 are: suspicious person on site, lost child, evacuation plan and broken equipment.



The Risk Management Plan is reviewed each year to ensure that it is up to date and accurate as the Festival evolves over time with number of attendees and volunteers.

Surveys

Feedback is key to the Steering Committee to help shape the Festival logistics and decisions. The volunteers and teachers are requested to fill out an evaluation to help guide the direction of decisions.

Surveys allow the Steering Committee to see if the adjustments and alterations that were made in the planning stages were effective and efficient. They also inform the Steering Committee the areas that need improvement. This helps the Festival evolve as required to suit the needs of the target audiences.

Conclusion

The 2006 Peterborough Children's Water Festival marks the 5th anniversary of shaping children's attitudes about the importance of water in their daily lives and its use, consumption and protection.

Commemorating the sponsors that have been on board financially and with in-kind support on the Steering Committee from the first year will be a focus for the Steering Committee for the upcoming year. The continuity of the organizations on the Steering Committee makes for an extremely stable and effective team.

Increasing the Steering Committee in 2005 proved to be extremely beneficial and effective. The sub-committees are now taking on more responsibilities and support is needed at this level. These individuals get a taste of how important the Festival is to the community and this is a logical step for them to take to become involved in such an event.

The overwhelming support from the community is obvious to the Steering Committee. It shows the power of individuals and what can be accomplished.

As the Festival continues to evolve into a key educational component of the schools and when the students who attended the very first Festival start



volunteering, we can truly start to realize the impact that this hands-on event has on our youth.

Thank you once again to all sponsoring agencies who have supported the Festival in the past, we look forward to future opportunities with you.

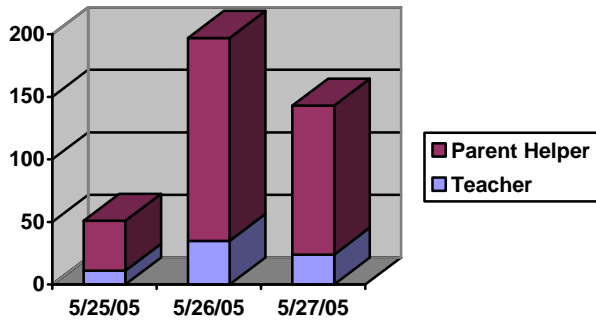
Thank you to the volunteers that continue to share their time and expertise with the Festival and, most importantly, with the students that come to experience the wonderful community event.



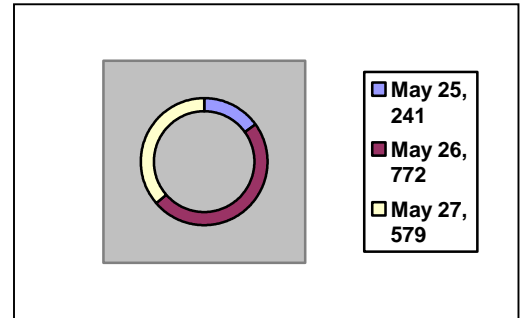
Appendix A: 2005 Fact and Figures



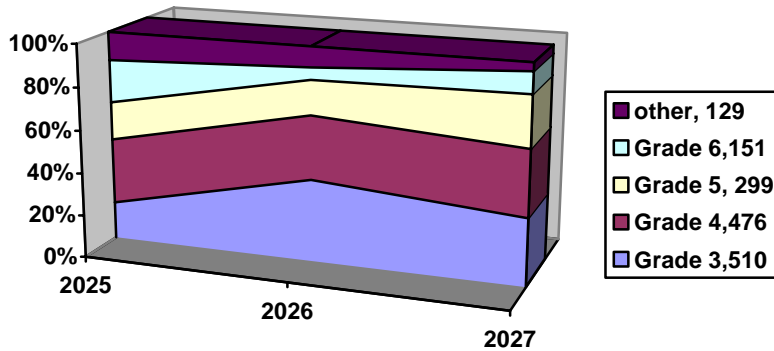
Number of Adults attending the Festival



Number of students per day



Grades per day



Schools vs. Classes

May 25	3 Schools	11 Classes
May 26	13 Schools	35 Classes
May 27	8 Schools	22 Classes

Out of the 43 schools (public – 30 or Catholic - 13) within the City and County of Peterborough, 19 schools attended this years Festival. 5 classes came from home school or private schools.

Of those 19 schools, 12 were public, 7 were Catholic. This does reflect that one school may have attended on more than one day with different classes.



Appendix B: Teacher Survey Results



-I didn't know about the website, I used the CD
-I registered through the website and downloaded information to understand the how to get here
-maps, schedule, only one teacher had to do the work
-great!
Good maps and schedules available
-useful but a lot to print out
-map out of date
-map came off line as did descriptions , it was useful
-it was great, I downloaded and printed off for everyone at my school who attended
-it was quick and convenient
-helped me choose the required activities
-great. Very helpful!
-excellent resource

6. Did the teacher's information session provide information that helped you understand the purpose of the Water Festival? Yes 10 No 2

Please comment:
-what teacher information session?
-too much advertisement
-was just given a bag of stuff, all useful info was on CD, would have been more preferred a printed version (but much shorter)
-it was to pick up package, I would have preferred a 10-15 min briefing
-only one teacher attended but shared with the rest
-didn't attend
-previously
-chose stations based on our studies this year
-in prior years we didn't attend, this year we sent one person to pick up the 'stuff'

7. How helpful was the Teacher's Planning Guide?

Very helpful 13 Helpful 9 A little helpful Not helpful

-Didn't see it

8. Did you find the Teacher's Planning Guide contained appropriate materials?

Yes 15 No

What other resources would you like to see included in the future?
-detailed outline of activities
-summary sheet of key ideas from station to be used as a review/test afterwards
-starting time was missing
-more activity sheets for follow up reinforcement of the day
-map is great



9. **The Guide included a table with descriptions and curriculum expectations for each activity. Was this information useful in preparing for your visit to the Water Festival?** Yes 19 No

Please explain:
-we need to justify any field trip as curriculum based
-description extremely helpful and corresponded perfectly with curriculum expectations
-well organized, terrific to prioritize activities
-just received yesterday so didn't look at it, teachers who'd been before gave me the low down thought
-somewhat
-expect once you get here, you usually just "go with the flow" to whatever activity is convenient/appealing
-help to set up questions for an after event class
-covers and reinforces science curriculum
-helped as I was able to send the kids to areas to reinforce what they have learned this year
-useful for selecting activities
-definitely helped in planning the mandatory sites to visit

At the festival:

10. **What were your objectives in attending the Water Festival?**

-further habitat/environmental studies
-what they learned in Pioneer unit was reinforced with the activities here
-give children greater awareness of and appreciation for importance of conserving and appreciating water
-hands on experience, activities to apply theory of curriculum units, fun
-inform, interact, experience, expose
-cover details of grade4/5, fun day
-general appreciation of water issues
-an enjoyable, relaxing day of fun and learning
-having an outdoor venue
-science curriculum
-science curriculum
-science curriculum
-primarily to expose children to water conservation etc, plus it is a great venue
-habitat, conservation
-reinforce learning, appreciate and care for the environment and water resources
-water conservation, preservation, science in grade 4
-having fun in a meaningful hands on experience
-kids are learning hands on, having fun
-enjoyable day outdoors and learn about water conservation, science connections
-have fun and learn
-to coincide with habitat study
-to familiarize children with hands-on approach to water conservation and its importance to our future



11. Did the Festival meet your objectives for the day? Yes 22 No

Please comment:
-especially wetland displays
-great variety of activities, wide range, lots of hands on for kids involvement
-yes, definitely, great to see them engaged in conservation activities
-extremely well
-many hands on live event learning activities
-covered much of the science curriculum
-volunteers great!
-the folks who run the stations can share more of their knowledge – don't be afraid to stand out amongst the crowd

12. Were the Guide's curriculum expectations met at the activities?

Yes 18 No Somewhat 2

Please comment:
-any activities I saw meet grade 3 expectations
-it depends on how confident, loud, pushy (in a good way) the leaders were, if the kids were too talkative some leaders didn't get a chance to meet objectives
-I was disappointed to miss aboriginal voices and bugs in the mud
-to develop another for 3 rd world countries and the importance of water here
-terrific
-well selected activities

13. In reference to the Ontario curriculum, what topics related to your Water Festival visit?

-sci/habitat, erosion to some extent, rocks and minerals
-math- measurement, would be helpful to show 1L jugs
-pioneers
-pioneer days, bucket brigade, pioneer water race, doing the laundry. Science, no water off a ducks back, soil erosion, wetlands conservation
-water conservation, attitudes, protection
-renewable energy
-energy conservation, first peoples, invertebrates (density of living things)
-filtration, water cycle, conservation, environmental stewardship
-Weather, water cycle
-aboriginal unit, science - energy
-aboriginal unit, social studies, energy conservation
-habitat
-again, I looked at the topics and chose based on the units I have taught this year, caring for God's world-shower, toilet, stream management, tapping the source, pioneers, safety
-too many to fit, actually even the grade 3 and 5 expectations cross the grade 4 expectations, you can tie it all in
-conservation
-habitats, measurement, rocks and minerals, health and safety



-weather-science, science related topics
-weather, habitats, water conservation
-water conservation, pollution, water energy, water cycle

14. Festival organizers tried to communicate grade appropriate materials at each activity centre. How would you characterize the activity presentations in relation to your students' learning level?

Too high	Right level	Below
1	17	2

15. Did the adult and/or student volunteers use appropriate communications methods for your students (language level, eye contact, enthusiasm, etc.)?

Yes 20 No

16. Were there any poor communication problems you noted that we could correct through volunteer training next year to improve the student interactions with volunteers?

Please explain.
-There were 2 shy girls running #22, only gave a few sentences and I had to ask if we could explore the garden, no one at #33 after lunch, would have liked to have seen it, the girl at water jeopardy was awesome
-Enthusiasm was so-so, perhaps even more interactive activities, some parts were boring (drill)
-Volunteers need to speak loudly (due to background noise and other activities close by)
-Be intentional, don't be afraid to correct students who offer incorrect info
-Excellent
-Where to get maps
-Most
-No
-Hazardous waste – good not to have the real stuff in bottles, please empty or some kids will without thinking
-Language level: good, eye contact: great, enthusiasm: ok, communicate enthusiastically all you know, when you are engaged, they will be too!
-Clearer, more enthusiasm from some, very narrowed down what events I want my class to cover
-Just hard to hear sometimes when other group comes in behind and is loud, perhaps we need a rope/waiting area so other groups do not barge in front
-No, a few were crowded and had to wait

17. Are there any ways the Water Festival could better compliment your curricular program in the future?

-More measurement and math
-Visiting the classroom



-New activities each year, more conservation
-The physically fit aspects were great, this is going really great and gets better every year
-No, you hit it

18. What are three of the key messages your students took away from the Festival?

-Conservation, protection of our resource, water usage
-Conserve water, keep water clean
-Conservation so important, protection and attitudes essential for continued water consumption, lifestyle choices
-Conservation/pollution prevention
-Water is precious, water shouldn't be take for granted
-Appreciate water, save water
-Conserve water, prevent pollution, appreciation for our water
-Water conservation, weather
-Energy, environmental issues, conservation of water
-Conservation
-Conserve, clean, filter, don't pollute
-They say: learn how to conserve water, how much water is used/wasted, history
-I'd learn that from the follow up
-Not sure since it's lunch time of the festival, in the past, conservation, keep it clean, be safe with water
-Conserve water/attitudes, awareness of water consumption, water protection
-Conservation, environmental awareness
-Conserving water, keeping our resources clean, the process of water purification

19. Do you feel your participation in the Festival has affected your personal behaviour and/or your outlook on water, ground water and environmental issues in general? (eg. Being more conservation oriented; not running water when brushing teeth; becoming more interested in habitat protection, etc.)

Yes 15 No

-Always good to be reminded
-Somewhat
-Renewed awareness of lifestyle choices
-Great ideas
-I have always been a water conscious person
-Toilets
-We especially learned about the importance of conserving water
-Definitely

20. Can you suggest any new activities you would like to see at the Water Festival, or topics you would like to see covered in future years?

-Specific effects on animals (habitat), healthy living
-How drains work, tell us about the bottled water we buy in the store, countries that suffer from dirty/diseased water



-How about things re: sun, solar energy

21. Please comment on at least one activity that was significant to your students.

-Relay races
-Xeriscape garden, apply to school gardens, royal flush: really got their attention
-Filter bed was very informative
-Turtles, aerators
-Off I go: awareness of how far many in the world have to walk to get clean water
-Weather watchers
-Go with the flow, royal flush
-Water conservation
-Teeth brushing, how much we waste when tap is running
-Map on website did not correspond so I can't tell you at this point
-Stream management, filtration plant
-The one from the that's a stream and on one side these no vegetation so the golf ball (the pollution) goes into the water, on the other side there were trees which caught the pollution (thoughts from the students)
-I am not sure this year, in past most loved the tapping the source (water getting sprayed)
-Bugs in the mud, turtle trauma
-Weather station, lather up
-Filter bed, generated a lot of questions

22. Based on your experience at the 2005 Festival, if you could change or improve one aspect of the Festival, what would it be?

-Things closed up early, have a volunteer to direct groups waiting at centres would be great, to avoid other groups running in and taking over
-Loved the entertainment, apparently an improvement from 2004
-Entertainment-couldn't hear band, didn't hold the kids attention
-Less stations/less people on the day
-Get the publicity out for teachers more effectively, many in our school didn't know about it
-Lunch entertainment
-Lunch entertainment was great for adults but younger students were inattentive
-Set up a whole bathroom/laundry room to see how much water is used
-More activity based learning games
-I would like to have all the presenters as enthusiastic as the lady at the shower activity.
-Very good as is! The entertainment is lacking, kids rolling down hill and throwing balls, perhaps a more interactive group on stage is needed to keep their focus.
-Time stations, not as much waiting, introduce new stations every year

Other:

- Wonderful day overall! -live music was lovely -thank you!
- really appreciated the bus greeters



Appendix C:

Risk Management Procedures



Lost Child

In the instance of a reported lost child:

1. Maintain contact with the reporting teacher or guardian while you locate the nearest committee member who will then communicate by PCWF portable radio communication the name, description, area last seen, and how long the child has been missing.
2. This information will also be transmitted to Park and Zoo staff, and they will respond following the Park and Zoo Lost Child procedure.
3. The committee members and floater volunteers will then begin searching the grounds focusing first on the area the child was last seen and along the river shoreline. A Steering Committee member will commence the search after notifying all Steering Committee members by radio.
4. A committee member with a communication radio will transport the adult who reported the missing child by golf cart or vehicle to assist with the search.
5. If the child is not located in the initial 5-minute search, rotation between activity centres should stop. Steering Committee members with radios will notify volunteers to shut down.
6. If the child is not located after a total 15 minutes search time, the police should be called.
7. Once the child is found, all floater volunteers and committee members should be contacted to allow them to return to normal activities.
8. All Peterborough Children's Water Festival Steering Committee members will be wearing a blue t-shirt with the Festival logo. All Festival volunteers will be wearing a yellow t-shirt with the Festival logo on front.

In the instance of a lost child found, but not reported missing:

1. Two committee members are to stay with the lost child at all times.
2. Ask the child for their name, school, and name of teacher.
3. Communicate this information to all committee members with radios.
4. All committee members and floaters are to assist in locating the child's teacher.

These procedures have been adapted from the existing Riverview Park and Zoo working emergency document.



Evacuation Plan

In the case where the Festival must be cancelled on site due to unforeseen events which require the immediate evacuation of Riverview Park and Zoo such as severe chemical spills (i.e. there is not a single area of contamination in which participants can simply be removed from the area), an incident at the water treatment plant, flooding of the Otonabee River, or a bomb threat, the following procedure will be followed:

1. The Festival Chair, or the Vice Chair, will be notified of the occurrence. They have the final decision regarding cancellation and evacuation of the Festival. If the Chair or Vice Chair are unavailable the Festival Coordinator has the authority to make the decision. If the Coordinator is unavailable the Steering Committee has the authority to make the decision.
2. Once a decision to evacuate Riverview Park and Zoo has been made radio communication will be made to all PCWF staff and volunteers alerting them of the cancellation of the Festival. Notification of an alternate pick up location will be given if the original pickup location is hazardous due to the unforeseen event.

Alternate pick up location will be: North Parking lot on the Riverview Park and Zoo site.

3. Teachers are responsible for contacting their respective transportation (i.e. bus company, parent drivers) and informing them of the need for immediate pick up and any change in pick up location. They are also responsible for ensuring that all of their students and parent supervisors are accounted for.
4. If parent drivers are unable to go to their cars due to the location of the unforeseen event they will be instructed to pick up their vehicles at a later date and time.
5. Once buses begin to arrive bus marshals will monitor the safe arrival and departure of buses as indicated in the original procedure regarding departures. If the safety of the bus marshals is jeopardized the steering committee will be monitoring the safe arrival and departure of buses. Information regarding the unforeseen event will not be given to participants or teachers, however notification of the unforeseen event may be given to the teachers at a later date.
6. If the situation permits, participants and volunteers may be moved into an area that causes no harm such as a tent located away from the unforeseen



event. Regular PCWF activities outside of the area of harm can continue to take place if the situation permits or they can simply remain in this safe area until transportation for evacuation arrives.

Suspicious Person On-Site

A suspicious person on-site can either be a stranger following around a specific group of participants or a stranger looming around a certain activity centre. The behaviour of the suspicious person should be monitored in order to determine whether or not they are a suspicious person or an outside member of the group. The following procedure is to be taken if you suspect that the suspicious person may cause harm to a participant, volunteer, or staff.

1. When a staff or volunteer notices or is informed of a suspicious person on site they will ask the group of participants located in that area whether or not they know the person.
 - a) If they know the person no further action is to take place unless the teacher or parent supervisor informs the staff or volunteer that there is a cause to worry. If there is a cause to worry the group of participants will be escorted to the nearest tent and the appropriate steps would be taken (i.e. calling the police)
 - b) If they are not known to any of the participants the staff or volunteer will first try to move the participants away from the location of the suspicious person (i.e. change the direction in which the activity is being played).
2. If the change in location does not work the staff or volunteer will inform the steering committee. A member of the steering committee will come to the location of the suspicious person and become more informed on the specific situation. Certain activity centres may become temporarily shut down and a description of the suspicious person will be given to staff and volunteers over the radios to ensure the safety of participants.
3. If deemed necessary the steering committee member will contact a respective member of the Riverview Park and Zoo staff who will come and ask the suspicious person to leave. If the person leaves and returns the steering committee and the Riverview Park and Zoo staff will be contacted. In this case the person may be asked to leave again or the police may be called.
4. Immediate action must take place if a participant makes a complaint about a suspicious person. In this case the steering committee is contacted immediately.



Broken Equipment

In the case where a piece of equipment becomes broken during the day the activity centre volunteers will put it aside. If there is sufficient equipment to continue running the centre they will do so without notification of PCWF staff. If the activity cannot be continued without that piece of equipment they will contact PCWF staff and wait for further instructions regarding obtaining new equipment or temporarily closing the activity centre. Under no circumstances are any pieces of broken equipment to be given away.



APPENDIX D

Volunteer Job Descriptions



Title: Chair

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month for preparation
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day and tidy up after
- Participation on days of event
- Minimum of two year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Chair all steering committee meetings
- Direct and support all sub-committees as needed
- Lead the event to success
- Make decisions based on steering committee input, ensuring the longevity of the Festival, and in the best interest of all partners, sponsors, and volunteers
- Represent the Water Festival in the community
- Host V.I.P. Luncheon at Festival



Title: Vice-Chair

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month for preparation
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day and tidy up after
- Participation on days of event
- Minimum of one year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Provide leadership and direction to sub-committee members
- Chair all steering committee meetings if Festival Chair is unable to
- Support all sub-committees as needed
- Lead the event to success
- Make decisions based on steering committee input, ensuring the longevity of the Festival, and in the best interest of all partners, sponsors, and volunteers
- Represent the Water Festival in the community



Title: Education and Programming Sub-Committee

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month monitoring sub-committee
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day
- Participation on days of event
- Attendance at Festival V.I.P. event
- Minimum of one year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Attend sub-committee meetings and steering committee meetings
- Provide leadership and direction to sub-committee members
- Schedule, advise, assign tasks and monitor the sub-committee members
- Present sub-committee reports at steering committee meetings
- Re-evaluate the Teacher Planning Guide
- Re-evaluate & update activity sheets
- Ensuring that the activity centres meet the provincial curriculum requirements
- Research and development of new activity centres
- Assist with teacher orientation



Title: Facilities and Operations Sub-Committee

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month for preparation
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day
- Participation on days of event
- Attendance at V.I.P. Luncheon
- Minimum of one year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Attend sub-committee meetings and steering committee meetings
- Provide leadership and direction to sub-committee members
- Present sub-committee reports at steering committee meetings
- Schedule, advise, assign tasks and monitor the sub-committee members
- Schedule shelters, orientation centre, gazebo and disc golf area for all Festival requirements
- Arrange activity centre tent rentals, locates for all tents
- Coordinate portable washroom rentals and locations
- Schedule portable radios, pick up, drop off and recharging
- Order bar-b-q, food, condiments and chefs for volunteer lunches
- Ensure that water and hydro is available for specific activity centres
- Design and order site map
- Assist with set up, including picnic tables, garbage receptacles, signs, banners etc..
- Coordinate on site security
- Provide assistance as needed during event
- Assist with activity tear down
- Maintain and repair Activity Centres



Title: Fundraising Sub-committee

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month for sub-committee activities
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day
- Participation on days of event
- Attendance at V.I.P. Luncheon
- Minimum of one year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Attend sub-committee meetings and steering committee meetings
- Provide leadership and direction to sub-committee members
- Present sub-committee reports at steering committee meetings
- Schedule, advise, assign tasks and monitor the sub-committee members
- Identify sponsorship needs and targets
- Plan and implement sponsorship program with long term funding goals
- Utilize contacts to prepare list to be contacted for sponsorship
- Develop and review materials to be sent out to prospective sponsors
- Make any and all necessary follow up actions to secure funding



Title: Media and Promotions Sub-Committee

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month monitoring sub-committee
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day
- Participation on days of event
- Attendance at Festival V.I.P. event
- Minimum of one year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Attend sub-committee meetings and steering committee meetings
- Provide leadership and direction to sub-committee members
- Schedule, advise, assign tasks and monitor the sub-committee members
- Present sub-committee reports at steering committee meetings
- Create awareness of the Festival in the community
- Creating bench mark of how the Festival is perceived by the community
- Co-ordinate the V.I.P. Luncheon event
- Prepare any press releases and media packages for the media
- Co-ordinate any photography or filming at Festival



Title: Volunteer Sub-Committee

Time Commitment:

- Two hours each month for steering meetings
- Eight hours each month for sub-committee activities
- Additional time as needed to complete tasks will vary in length and time of year
- Assistance on set up day
- Participation on days of event
- Attendance at V.I.P. Luncheon
- Minimum of one year commitment

Benefits:

- Opportunity to work with a community based steering committee
- Develop and improve aspects of water festival
- Create awareness of water issues in children, teachers and parent helpers
- Increase your personal network

Responsibilities:

- Attend sub-committee meetings and steering committee meetings
- Provide leadership and direction to sub-committee members
- Present sub-committee reports at steering committee meetings
- Schedule, advise, assign tasks and monitor the sub-committee members
- Recruitment of all volunteers, including high school and adults
- Organize, develop and present all training sessions
- Ensure that all volunteers are aware of time commitment and expectations at the Festival
- Ensure that all activity centres have the minimum number of volunteers to operate effectively and safely
- Update volunteer training manual as needed
- Review volunteer roles, hand out maps and assign partners the morning of the festival
- Monitor volunteers days of Festival
- Update and maintain volunteer data base



JOB TITLE: Activity Centre Volunteer

LOCATION: Children's Water Festival site, Riverview Park and Zoo

PRIMARY RESPONSIBILITIES:

- ◆ Staff and operate the assigned/selected activity centre during school visits
- ◆ Deliver "water message" pertinent to the activity
- ◆ Ensure active participation by all students

BEFORE THE FESTIVAL:

- ◆ Read over the activity description, and be sure you are comfortable with the purpose and concepts of the activity

ON THE FESTIVAL DAY(S):

- ◆ Report to the registration tent at 8 a.m. for a briefing session
- ◆ Pick up your Festival T-shirt and material for your centre, including maps of activity centres (information about last minute changes, etc.)
- ◆ Meet your activity centre volunteer partner
- ◆ Tour Festival site with Zoo or committee staff for quick orientation
- ◆ Report to your activity centre and, with volunteer partner, review the activity
- ◆ Discourage all participants (adults included) from accessing the river edge
- ◆ Advise volunteer committee of missing or broken materials before, during and after the school groups have been through
- ◆ Have fun!
- ◆ Fill out your evaluation form before you go

REMEMBER:

- ◆ You are helping students to discover their relationships to water, not teaching
- ◆ Use open-ended questions to guide the discussion
- ◆ Use comparisons to places, measurements, and time spans that the students would be familiar with
- ◆ Share the task of message delivery and demonstration with your partner(s)
- ◆ Be open, positive and enthusiastic, and even dramatic
- ◆ No smoking at the activity centres
- ◆ Dress appropriately for the weather.



JOB TITLE: Marshal / Floater / Farewell Volunteer

LOCATION: Children's Water Festival site, Riverview Park and Zoo

PRIMARY RESPONSIBILITIES:

- ◆ Meet schools and buses, guide them to their assigned marshalling area
- ◆ Provide on-site orientation and information to parent helpers and teachers
- ◆ Ensure all groups are finding their way to desired activities in your assigned area
- ◆ Provide support or relief to activity centre volunteers as required and crowd control at activity centres
- ◆ Provide a farewell on behalf of the PCWF Committee

BEFORE THE FESTIVAL:

- ◆ Read over the activity description, and become familiar with the names of activities
- ◆ If possible, tour the Zoo site by foot and become familiar with the location of trails, washrooms, etc.

ON THE FESTIVAL DAY(S):

- ◆ Report to the registration tent at 8 a.m. for a briefing session, T-shirt and maps of activity centre locations
- ◆ Note information regarding last minute location changes, etc.
- ◆ Meet your marshalling/float/farewell volunteer partners
- ◆ Tour Festival site with Zoo/committee staff for orientation
- ◆ Report to the bus arrival area to wait for buses
- ◆ As each school arrives (usually multiple buses) one volunteer shall board each bus and deliver a cheerful greeting
- ◆ Discourage all participants – adults included – from accessing the river edge
- ◆ Direct the teacher(s) to the Registration Tent, students and helpers to their assigned meeting area
- ◆ Advise of activity centre and lunch areas
- ◆ Advise parent helpers to seek information from greeters/floaters, or any volunteers
- ◆ After arrival of all buses, report to assigned "floating area" to keep groups moving and participating
- ◆ Provide relief or support to activity centre volunteers as needed
- ◆ As departure time approaches, return to bus parking and ensure that each departing group has everyone on board
- ◆ Monitor pedestrian traffic in parking, bus loading area
- ◆ Board each bus and deliver a quick "Thanks for coming!" on behalf of the committee

REMEMBER:

- ◆ You are the first and last impression of the Festival – set a positive tone
- ◆ Parent helpers will be apprehensive. Let them know their most important role is to keep their group together and moving through the centres
- ◆ Use the school's name as you would a person's
- ◆ No smoking at the activity centres or bus loading areas
- ◆ Dress appropriately for the weather.



Appendix E

Activity Centre Surveys



A-maze-ing Water Treatment

- ❑ Towards the end of the day they were less interested in the activities and more interested in the splash pad. Perhaps could discourage use of splash pad to teachers and parent volunteers

Bucket Brigade

- ❑ We filled the fire bucket with half the balls (to represent the fire) and then passed water in the buckets until it overflowed and the fire was out.
- ❑ Need water source – ran out frequently
- ❑ Using balls instead of water didn't get the message across that it was hard work to carry water very far

Down the Sewer

- ❑ A diagram indicating pathway of rain water and runoff to sewers and into streams would be useful.
- ❑ Not all the equipment was provided. Laminated signs need to be taped up so students can see them
- ❑ Need paper towels to wipe hands and dry things
- ❑ Need more re-useable rubber gloves (3 small pair for students, 1 large pair for adults)
- ❑ Need recycle bin (blue box)
- ❑ Need updated list of accepted recyclables and hazardous wastes

Great Water Race

- ❑ Having more interesting activities nearby made it difficult to hold their attention.

Medical Mystery

- ❑ The disease was obvious from the start because typhoid fever is waterborne.
- ❑ Could have more waterborne diseases ie beaver fever, e. coli

No Water off a Ducks Back

- ❑ Clean water buckets kept getting contaminated by oil from other buckets.
- ❑ Need more magnifying glasses (we had 3, 1 broken)
- ❑ Several people commented on a Dawn commercial which shows cleaning a duck. This contradicted the message that feathers are hard to clean.
- ❑ Pictures of ducks and ducks covered in oil would be good



Off I Go

- Pictures to explain concepts would make it easier and more effective:
 - Wells for the country showing piping direct to house
 - City water system: river – treatment plant – reservoirs – pipes – water tower – pipes – house.
 - Map showing Peterborough to Lakefield
 - People collecting and carrying water in Africa, Asia or South America.

Oil Slick

- Could use pictures of oil spills, systems to clean them up, animals covered in oil and oil tankers
- A better way to dispose of oil

Pioneer Water Race

- Make 2 teams and do a relay race.
- How do we explain the amount of water wasted? Royal Flush wasted a lot of water and we constantly needed water.
- Needs crowd control

Porosity and Permeability

- Good display – keep using it.
- Needs to be beside aquifer model

Rolling Through the Shed

- The older kids got it. I found it a bit complex for the younger ones – they basically just wanted to roll.

Royal Flush

- Instead of wasting all the water do you mind setting up a big basin with water we can reuse?
- What about low flow toilets?

Septic Sights

- There was too much sludge for the size of the “septic tank”. As a result, some of the sludge and dye strips went through to the weeping pipes.
- Septic tank did not hold their attention and often ran past it



Something Fishy's Going On

- Real minnows
- More room between activities so we are not fighting to be heard
- 2nd sign stating please wait here until previous group is finished
- Toys missing – no fish, only one frog

Three times a day

- Need clear buckets with litre markings on side.

Weather Watchers

- Needed extra batteries

Well Drill It

- Kids don't want to know about water tables and aquifers. Kids like hands on stuff.
- Need diagrams / proper instructions
- Possibly have someone from organization supplying truck volunteer with it.

Xeriscape Garden

- Potato head / grass in jar did not work. (no explanation)
- Location is hidden – put a table right by road with samples on it.
- Better signage
- Compare leaves/roots to hair on your head
- Mr Xero worked well in morning when kids were fresh but it was too much for them in the afternoon
- More plants in glass jars so the kids could see the root systems would be useful



Appendix F

Volunteer Evaluations



Volunteer Evaluation

Questions for volunteers:

1. Have you volunteered for the Peterborough Children's Water Festival in the past?

No 78
2002 9
2003 16
2004 21

2. How did you hear about the Water Festival this year? (Please circle only one)

Place of Work 44
Word of mouth 19
Attended last year 5

- Other: 36
- PGU
 - Crestwood
 - Sister volunteered
 - Heather Kirby
 - Heather Davidson
 - Posted at SSFC (nursing)
 - Committee
 - Trent

3. What were your objectives in helping with the Water Festival?

- Creating awareness 49
Community involvement 76
Other: 11
- Teacher assigned
 - Getting information on other public services
 - Teaching children because I want to be a teacher
 - Having a good time
 - Personal fulfillment
 - Health care
 - Knowledge for own festival

4. Did the Water Festival meet your objectives for the day?

Yes 97
No 2



Please comment:

- There were not enough students so there were too many volunteers
- Kids had fun and learned a lot
- Very interesting to see how water is used in all different areas each day
- Start promotion and booking earlier for teachers during contract year
- It was so much fun, I would love to do it again
- It was boring
- Xeriscape garden – small # of kids, hard to generate interest
- Educated kids, became active in the community
- We created awareness and used effective ways to demonstrate
- It was a great experience. I had an awesome time and met great people
- I learned about water and how important it is. I had the chance to teach others about the importance plus it was an awarding experience (3)
- Fun activities for the children
- Kids absorbed info pretty well
- Great being able to interact with children
- There were no instructions as to how to explain Well Drill It
- Good range of activities/learning opportunities
- I taught kids things they didn't know and learned things myself
- It was fun and meaningful
- I found it was extremely organized and well planned
- Fun and fulfilling – will do it again
- Good mix of activities
- Well run and well organized
- Very impressed with Holy Cross Students
- Models were clean, concise, educational and practical
- Good educational value for students

5. Do you feel your participation in the Water Festival has affected your personal behaviour and/or your outlook on water, ground water and environmental issues in general?

(e.g. Being more conservation oriented; not running water when brushing teeth; becoming more interested in habitat protection, etc.)

Very 39
A little 50
Not really 9
Not at all 2

Comment:

- already knew it (5)
- a good review
- I should be more careful
- Yes but only about turtles and their journeys
- I am already involved and aware of environmental issues
- I wasn't that bad before
- It made me more aware of what I take for granted
- Made me think of personal consumption



Did the volunteer training session helpful to let you know what is expected of volunteers?

- Yes it did (16)
- The message was very clear of what was expected (2)
- Did not attend training but read the guide on the website
- We had no training
- No
- Wasn't there (4)
- It gave me some awareness
- Not really...we didn't really do much
- I learned what to expect for future volunteering. I learned how to act and how the children will act
- To an extent
- Sort of but having an adult with us helped because she knew a lot about turtles (KTTC volunteer)
- It helped organization and cut down on confusion
- Not necessary if experienced
- The session was too far ahead of time
- It was helpful for choosing activities
- Not so much for floaters and crowd control
- Last year was easier with the activity centres posted on the wall for viewing and sign up
- It could have been more detailed

6. Did you feel adequately prepared for your role at the Water Festival?

Yes 79 No 23

Explain.

- Yes - due to the activity sheet (4)
- Experience with environmental issues prepared me for my role
- Little overwhelmed due to my own nerves and not knowing of the event
- I was ready to have fun
- We did not get much background information
- Needed explanation on "Potato Head", I think it is too difficult for the age group
- All of the stuff was there for me, I felt comfortable doing it (3)
- I did not know what to expect. It felt like I was put on the spot. I was glad that there were others there to help me out
- Immediately our adult helper told us what needed to be done
- We went through activities before kids came
- It was pretty simple and it was quite direct
- Once we got here we had lots of ideas on what to do
- I knew what was expected
- Did volunteer training in past (2)
- Did not attend training and activity was unknown before hand
- I didn't know enough about how the devices at my station worked (weather watchers)
- We knew nothing about well drilling
- The student and materials were great
- There wasn't a detailed outline of our game so we made our own
- Website provided good information about the stations
- There was a clear set of instructions given to me
- The committee members were great and very organized

7. **After going through the training and the actual Festival day(s), what additional training might be helpful to Festival volunteers in the future?**
(What should be included in the Orientation Session)

Explain.

- Allow volunteers to adapt or improvise activities to make them fun
- Learn about your presentation before hand
- Bring in a couple of activities
- Suggestions on how to deal with unruly kids
- Advance training
- None really (2)
- Be nice to kids
- More stuff (background information) about the stations (2)
- Show a picture of what the station looks like
- Going through each activity (2)
- Say that it is fun and not very hard and repeat this
- Have an adult go to each station to make sure we know what is going on
- More knowledge on what a "Watershed" actually is
- Station orientation
- If the volunteer is new maybe a little guidance would help
- Encourage teamwork
- Minimal individual training
- The activity sheets should be updated to reflect the actual activity
- Crowd control
- More explanation of activities

8. **Based on your experiences, how could we improve the Water Festival for next year?**

- Gather centres in bigger groups - ease flow of traffic (3)
- Radios for floaters to find out where we need to move children
- Change VIP lunch to brunch so important people don't disappear
- Some stations positioned further from the main ones did not get as many visitors (Wednesday)
- Make a few dull activities more visual - have real minnows at Something Fishy
- More fun things
- Water balloon fights
- Have a rotation planned ahead (5)
- The Xeriscape garden/location is hidden. Better signage, table by the road
- It was great the way it is (2)
- Have more volunteers
- More kids so we aren't left to do nothing
- More hands on action activities
- Advertise more to get more kids into it
- I found it was great for teaching kids and cannot think of anything to change
- It was well done, less hectic maybe?
- Crestwood students were great
- Give the volunteers more information/background about their station
- Agriculture and water – good and bad
- Buckets with litre measurements for 3 times a day
- Hot chocolate/Water/juice for volunteers (cold and on coffee cart) (6)
- More crowd control (6)
- How do we explain the amount of water wasted at activity centres?



- Less activities / more time per activity
- Equalize the number of students each day so there are not as many people (3)
- More room between some activities so not fighting to be heard
- 2nd sign with activity sign saying "please wait here until the group ahead moves on" (2)
- How water is to be supplied – delivered by someone or obtain from certain spigots
- Re-number stations to North 1-4, Island 1-5 etc so there is less rush at 1 first thing
- Have volunteers come later in am – only need 30 mins not 90 mins
- Well organized
- Medical mystery could have more water borne diseases ie. beaver fever, e coli
- Bring in volunteer from drilling program to be at Well Drill It

9. Would you like to be contacted in 2006 to volunteer?

Yes 23

No 2

10. Would you like to be involved with the 2006 organizing committee? The committee meets every 6-8 weeks June to Sept, then once a month until mid April then approximately every two weeks until the festival date.

Yes 3

No 10

11. Would you be willing to serve on any of our sub-committees? Sub committee meeting frequency varies and is often done via email. (check the appropriate box)

Volunteer 2

Media and Promotions

Education and Programming 3

Fundraising