

How to Organise a Successful Craft Fair Fundraiser

What is a Craft Fair Fundraiser?

A Craft Fair fundraiser brings together your school community to showcase and sell handmade items such as jewellery, artwork, and decorations. Teachers, parents, and children can all contribute their crafts, with proceeds from sales going to support the school. It's a fun, creative event that fosters community spirit and raises money.

Step-by-Step Guide to Organising a Craft Fair

1. Choose a Date and Venue

Start by selecting the date and venue for your craft fair:

- **Date and Time:** Choose a weekend or weekday afternoon when families are available to attend. Ensure there's enough time for crafters to prepare their items.
- **Venue:** The school hall or playground makes an ideal venue, with plenty of space for tables, chairs, and displays.

2. Recruit Stallholders

Invite members of the school community to contribute crafts:

- **Children's Crafts:** Encourage children to make simple crafts during art classes or at home. Items like handmade cards, painted rocks, or beaded jewellery are popular and easy to create.
- **Parents and Teachers:** Ask parents and teachers to contribute their handmade goods, such as knitted items, baked goods, or artwork.
- **Local Artisans:** Reach out to local crafters who might want to rent a stall and donate a portion of their profits to the school.

3. Plan the Layout

Organise the layout of the craft fair:

- **Stalls and Tables:** Set up tables for each crafter or group to display their goods. Make sure there's plenty of space for attendees to browse.
- **Signage:** Create clear signs for each stall, indicating what's for sale and the price. You can also create fun, themed decorations to brighten up the venue.

4. Set Prices and Fees

Decide on pricing and how to raise funds:

- **Craft Prices:** Allow crafters to set their own prices but encourage affordable pricing to ensure lots of sales.
- **Stall Fees:** Charge a small fee for stallholders to rent their space, with proceeds going to the school. You could also ask for a percentage of each stall's sales to go towards the school.

5. Promote the Craft Fair

Spread the word to maximise attendance:

- **Posters and Flyers:** Display posters around the school and distribute flyers to children to take home. Include the date, time, and location of the event.
- **Social Media and School Newsletters:** Announce the event on the school's social media pages and in the newsletter, highlighting some of the exciting crafts that will be available.



6. Organise Refreshments

Boost your fundraising efforts by selling snacks and drinks during the event:

- **Bake Sale or Refreshment Stand:** Set up a refreshment stand with tea, coffee, soft drinks, and baked goods for sale. You can ask parents to contribute homemade treats.

7. Run the Craft Fair

On the day of the event:

- **Welcome Attendees:** Have volunteers at the entrance to welcome families and encourage them to browse the stalls.
- **Sales and Donations:** Ensure that each stall has a money box for sales and that volunteers are available to help collect donations.

8. Wrap Up the Event

After the event:

- **Thank Everyone:** Thank all the crafters, volunteers, and attendees for participating in the craft fair. Share the total amount raised in the school newsletter or on social media.
- **Tidy Up:** Organise a clean-up crew to tidy the venue and pack away any unsold items.

9. Reflect and Plan for Future Craft Fairs

After the event:

- **Gather Feedback:** Ask stallholders and attendees for feedback on what worked well and what could be improved. Use this information to plan for future craft fairs.
- **Evaluate the Success:** Calculate how much was raised and assess how the funds will benefit the school.

Tips for Success

- **Encourage Creativity:** Offer craft-making workshops before the event to help children prepare items to sell at the fair.
- **Create a Festive Atmosphere:** Use decorations and background music to create a welcoming and fun environment for attendees.
- **Offer a Raffle:** Organise a raffle with donated crafts or prizes to raise extra money during the event.

Final Thoughts

A Craft Fair is a wonderful way to showcase creativity while raising funds for the school. It brings together the school community and gives everyone a chance to contribute in a fun, hands-on way.



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