

magic
breakfast
fuel for learning

Aspiration Day

Handbook

Contents

I. The gist.....	1
II. Preparing for the event.....	2
III. Students and space.....	3
IV. On the day of the event.....	4
V. Example set-ups.....	5
VI. Photography.....	6





Aspiration Day

March 2025

What is an Aspiration Day?

Aspiration Day is a **speed-networking event** in which **8-12 volunteers** from one of our corporate partners come into your school and speak with **a group of 30 students** about their job roles and career journeys. The aim of the event is to give young people a more **nuanced understanding of the employment landscape**



and help them understand all the different educational and career paths they could take.

How does it work?

This event will be led by a member of staff from your school. They will set up a hall or another **large space** (further guidance on page 4) and be in charge of logistics on the day. Following a **speed-networking format**, each employee will have **5-10 minutes to talk with a small group of young people** before a bell rings and the groups rotate around the room. We will send you a **pre-event lesson plan** to do with the students, which will prepare them to engage fully with the volunteers. For primary schools, the students should be in **year 5 or 6**, and for secondary, they should be in **key stage 3 or 4**.

Please, note that this event must be hosted and led by a member of staff from your school.

Preparing for the event

The following actions will help you best prepare for the event.

By end of January

- Complete our **sign-up form**
- Assign a member of **staff to organise** the event throughout February
- Assign a member of **staff to run the event on the day** (if staff above is unable to)

By mid-February

- Watch the **briefing video** and explore the **handbook**
- Introduce our **volunteer executive, Gabi**, to the member of staff who will run the event (if different to person organising)
- If there will be **photography** at your school, collect **consent forms**

By the week before the event

- Attend a **call with our volunteer executive**
- Choose your **students** and plan for the **space**
- Deliver the **pre-event lesson** to the students
- **Print out** table numbers and prepare empty name tags
- Confirm a **senior member of staff who can greet the volunteers on the day** and tell them about breakfast at the school



Students and space

Below are our recommendations for choosing which students to take part and where to host the event.



The students

- ✓ Choose 30 pupils
- ✓ For primary schools, the students can be in year 5 or 6
- ✓ For secondary schools, the students should be in key stage 3 or 4
- ✓ Anyone with SEN, EAL, mental health difficulties, behavioural difficulties, etc. is very welcome to this event

The space

- ✓ You will need a large space – the sound from the conversations carries, so small spaces (e.g., one classroom) feel very overwhelming both for students and volunteers
- ✓ We recommend either a hall or several classrooms
- ✓ The space needs to be available for 2 hours
- ✓ You can see some examples of previous arrangements on the next page



On the day of the event

Table arrangements



- There will be between 8 and 12 volunteers, which means 8-12 tables and 8-12 rotations
- Make sure the tables are arranged in a way that makes it clear where participants need to rotate to
- We recommend that students are at least in pairs – if you need to, you could pair up some volunteers to ensure no student is on their own
- We recommend inviting the students to rotate as it can be helpful to move about and shake off the nerves between rounds

Timings

- We recommend starting with 8 minutes per group and then adjusting the timings either up or down based on how the conversations are going
- A timer on the board can be helpful
- It's also helpful to give the groups a 1-minute warning that rotations will be happening soon



Break

- A break halfway through is always greatly appreciated as there is a lot of talking at this event
- Please, give the volunteers space away from the students to grab some water and check work emails (we have a strict no-phone policy when the volunteers are in the presence of children)



Example set-ups

A pupil referral unit

This school ran the event in two classrooms. There were 10 students, and each was matched with one volunteer. Conversations lasted about 6 minutes – the school adjusted the timings slightly as the event progressed.



Timetable:

10:10am	Volunteer arrival and sign-in.
10:20am – 10:30am	SLT meet and greet with the volunteers.
10:40am – 11:15am	First half of the event. Half of the volunteers and students in one classroom; the other half in the other. One member of staff leading on rotations in each classroom.
11:15am – 11:30am	Break. Volunteers offered tea and coffee in the staff room.
11:30am – 12:20pm	Second half of the event. The students swap classrooms; volunteer stay in their original spots. One member of staff leading on rotations in each classroom. Thanking the volunteers, reflections, and goodbye.

A primary school

The event took place in the main hall. Each volunteer sat with 2-3 students and spoke with them until the teacher rang a bell and the volunteers rotated. The teacher started each conversation at 7 minutes, and then slowly reduced it to 5 minutes per volunteer.



Timetable:

1:00pm – 1:15pm	Volunteer arrival and sign-in
1:15pm – 1:30pm	Headteacher meet and greet. Discussion about breakfast at the school.
1:30pm – 2:15pm	First half of the event. Volunteers rotate around the room when teacher rings the bell.
2:15pm – 2:30pm	Break. Volunteers offered tea and coffee in the staff room.
2:30pm – 3:15pm	Second half of the event. Thanking the volunteers, reflections, and goodbyes.



Photography

There is no expectation for photography to take place during this event – it's completely up to you. When you complete the sign-up form, you will let us know whether you are interested in our photographer attending your event, and we will then let you know whether he is available. If you'd like to take photos but our photographer isn't available, you are welcome to take them internally.

Magic Breakfast photography at the event

We will let you know as soon as you sign up whether our photographer will be able to attend your event and take photos (if you have expressed an interest in this). If this is the case, we will need you to complete our consent form. After the event, we will share all photos with you.

Taking photos internally

If you decide to take photos with your own camera, you are welcome to share these directly with the company. Please, make sure you are following your internal GDPR procedures to ensure the appropriate handling of the photos. You can ask the company to give you their contact details on the day, or we can pass these onto you after the event.

General rules for the day

- Volunteers are not allowed to have their phones out or take photos when children are in the room
- Volunteers can take photos of themselves (but must check with you about locations first, e.g., in the classroom classroom or outside the school)
- When you are taking photos, please check with the adults that they're all happy to be featured in them.

We are so excited to have you on board!