

**WHIZZ  
KIDZ**

We're here  
for young  
wheelchair  
users



# Our guide to fundraising



# Welcome to Whizz Kidz!

**Thank you for choosing to support Whizz Kidz. The money you raise will help more young people across the UK get the wheelchairs, support and opportunities they need to go further in life.**

Whether you have your own fundraising ideas or are looking for some inspiration, this guide will give you everything you need to raise invaluable funds and have fun along the way!

## **The difference you will make**

There are over 75,000 young people in the UK who need to use a wheelchair to be mobile. Unfortunately, they cannot access the equipment that fully meets their needs through local services.

At Whizz Kidz, we want to build a society in which all young wheelchair users are mobile, enabled and included. With help from supporters like you, we can provide high-quality wheelchairs and mobility equipment tailored to each child's needs.

We also deliver training, fun activity programmes, social events and employability services, enabling young people to develop independence, skills and confidence. We campaign for a fairer and more inclusive society for young wheelchair users and their families – but we need your help.

**Your support will allow us to continue our vital work and reach even more young people – thank you.**

This guide contains fundraising ideas, advice to make sure your event is safe and legal, and how your fundraising will make a real difference.

We are here to help, so if you can't find the information or resources you need, please get in touch with us at [events@whizz-kidz.org.uk](mailto:events@whizz-kidz.org.uk) or call 020 7233 9696.



# How you can make a difference



**£27** could pay for a young person to take part in a Whizz Kidz activity session. From wheelchair rugby to robotics, our programmes build confidence and independence. They are a great way for young wheelchair users to meet up and make new friends.



**£600** could enable a Whizz Kidz Mobility Engineer to carry out a Repair & Maintenance appointment with a young wheelchair user. Visiting them at home or school, any equipment problems can be fixed so they can continue to use their wheelchair safely and enjoy their independence.



**£99** could provide an hour of support for a young wheelchair user and their family from an expert Whizz Kidz therapist. An initial phone assessment with a family will let us start understanding their needs and begin identifying the right equipment to give them more independence and freedom.



**£1,300** could pay for Whizz Kidz to provide an adapted trike for a young person. Many young wheelchair users cannot ride standard bikes due to physical impairments or restricted movements. At Whizz Kidz, we know the sheer joy an adapted trike can bring to a disabled child's life. Our trikes give them a safe way to play and have fun with their friends.

**£350** could fund a child's Whizz Kidz Wheelchair Skills Training course. This is where a young wheelchair user can learn how to navigate the world safely, confidently and in style. Through fun games and activities, they can develop all the skills they need to open up their world, become more independent and reduce isolation.



**£6,000** could fund Whizz Kidz to provide a powered wheelchair to a young person. These life-changing pieces of equipment allow children to participate fully at school and in social activities and help them keep up with siblings and classmates. Specialist features, like seat-risers, help young people be more independent, so they can reach a toy or book they want from a shelf or speak to their peers at eye level.

# Get inspired

Here are some quick and simple ideas to help you raise funds for Whizz Kidz. You'll find loads more on our website – [whizz-kidz.org.uk/supporters/fundraise/fundraising-support](http://whizz-kidz.org.uk/supporters/fundraise/fundraising-support)

## Things to do with colleagues

- 1 Odd job coupons:** Offer to complete some of your colleagues' mundane office tasks for a donation. Your boss may be willing to donate a few quid for you to shred that stack of files sitting on their desk for years.
- 2 Host the real after-party:** Got a work do coming up? Set up a coffee and croissant station in the office the next day and charge your tired party-animal colleagues. Bring in a toastie maker to add extra appeal!
- 3 Quiz night:** What better way to spend some fun time with your colleagues than hosting a quiz? Hold it in your workplace or at your local pub, write or find questions online and charge for entry.



## Involving friends and family

- 1 Taster day:** Are you in a club or sports team? Why not host a taster day where people can try your sport or hobby for a donation? You can recruit new team members while raising serious money.
- 2 Games night:** Has your local pub or café got a great selection of games? Even better could you be the host with the most from home? Charge per game and offer to teach newbies the rules.
- 3 Dog walking:** Get Rover involved in your good deeds too. Offer to walk your neighbours' dogs for a donation.



## Online and from home

- 1 Bad habit box:** Do you live with a potty mouth or someone who leaves dishes in the sink? Time to put them to good use! Every time someone is guilty of an offence (including yourself!) make a donation and keep a tally.
- 2 Film premier:** Pick a movie that is hard to come by (i.e. not on streaming platforms), and charge family and friends a small admittance fee. Go all out and offer snacks and drinks for an extra donation.
- 3 Donate your commute:** Working from home? Donate what you would have spent on travelling to work – you could even add on your morning coffee and lunch.



# Keeping it legal



We want you to be creative with your fundraising, but some specific laws and guidelines must be considered.

## **Do I need a licence to hold a collection?**

- If you're holding a street collection, you must get a licence from your local authority.
- If you're holding a collection on private property, like a shopping centre or rail station, you must get written permission from the landowner or manager.
- We can provide buckets and tins with sealed stickers and chains to make them more secure in shops and public places – just get in touch.

## **How do I handle cash donations safely?**

Please keep any cash donations you receive safe and secure, and if you are carrying money, then it is advised to have someone with you. You must always count money with a witness, and please pay this back into your bank account as soon as possible.

There are lots of ways you can pay in your donations and please see the back page of our guide for more information

## **Raffle and lotteries – do I need a licence?**

Lotteries (school fairs or fun days) and private lotteries (office sweepstakes) are exempt from licence requirements. If tickets are sold in advance (i.e. charity speed dating or comedy nights) and advertised to the general public, they do require a licence.

If you need help with this, please give us a call. When getting the licence, remember you need to show your 'permission to fundraise' letter. If you don't have this, please get in touch with us.

## **What are the rules for putting on an auction?**

Unlike raffles and lotteries, auctions do not fall under gambling law. You still need to be aware of and comply with relevant consumer legislation, so you need to make sure that you value items accurately. There cannot be cash prizes, and the sale of tickets and the announcement of the results must take place during the event. You can also organise an online auction through corporations like eBay or BiddingForGood, which are great inclusive ways to raise funds.

## **What information do I need to include in fundraising materials?**

Your fundraising materials should state your event is "in aid of Whizz Kidz" and have our charity number (Registered charity No. 802872), registered name (Whizz Kidz) and our address (Whizz Kidz, 2nd Floor, 30 Park Street, London SE1 9EQ). If you need our logo, please get in touch with us.

## **How old do I need to be to get involved in fundraising?**

We welcome everyone and anyone to support Whizz Kidz! If you are under 18, we will need consent from your parent or guardian.

# Make your event safe

Whether you're hosting a games night, running a marathon or organising a talent show, here are our tips to make your event a real success and raise vital funds.

## Accessibility

We recommend hosting your event at a venue that is wheelchair accessible, particularly if it's open to the public. You can find these details on their website, and you might also want to find out if the venue has wheelchair-accessible toilets, parking and public transport connections. If your event is invite-only, consider asking guests in advance if they have any access requirements.

## Consent from parents

If you will be taking photos and have young people attending your event, you'll need to get consent from their parents or guardians to share these images. We suggest creating a consent form to get written permission for images to be shared online. We would also make it clear that photos will be taken throughout your event.

## Food hygiene

Food safety laws apply when food is available, whether it is for sale or not. Food hygiene regulations can be found on the Food Standards Agency's website, [food.gov.uk](http://food.gov.uk) or by contacting your local authority regarding their specific food hygiene regulations.

## Risk assessments

A simple risk assessment to identify any hazards or potential risks relevant to your activity is important for a small event. For larger or public events, you may need to complete a risk assessment and ask your venue who may provide a template, or you can request one from Whizz Kidz. Ensure you have adequate first aid cover if hosting a public event, and you can check with your local council if you're unsure.

## Insurance

Please remember that you are responsible for your activity, and Whizz Kidz cannot accept liability for any fundraising activity or event you undertake. If you are planning an activity that involves the general public, you'll need to budget for public liability insurance, which can be obtained from any insurer. If you are holding the event in a venue with liability insurance (such as a village hall or pub), check that they have the appropriate insurance and that it covers your activity.



# How to pay in your fundraising

## Online

Please set up your own JustGiving page, [justgiving.com/whizzkidz](https://justgiving.com/whizzkidz), or you donate directly to our website here – [secure.whizz-kidz.org.uk/public/index.aspx](https://secure.whizz-kidz.org.uk/public/index.aspx)

## Bank transfer

If you would prefer to donate directly to our bank account, please get in touch with us at [events@whizz-kidz.org.uk](mailto:events@whizz-kidz.org.uk).

## By phone

You can call us on 020 7789 6111 to pay using a credit or debit card. Please make sure you have your card details ready.

## By post

You can send us a cheque in the post payable to “Whizz Kidz”, and please include a note to tell us about your fundraising.

Whizz Kidz, 2nd Floor, 20 Park Street, London SE1 9EQ

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## Contact us

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