

Jack Petchey's "SPEAK OUT" Challenge!

STUDENT INFORMATION

Assembly Final and Regional Final

speakoutchallenge.com

Designed and delivered by

SpeakersTrust

Speak and Be Heard



Supported and funded by

**JackPetchey
Foundation**

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STUDENT INFORMATION

Prepare to take the "Speak Out" Challenge!

Congratulations! You are one of the lucky students from your school who has been selected to attend a "Speak Out" Challenge! workshop.

The training is great fun and highly interactive. The workshop includes speaking games and challenges and will follow your school timetable.

During the day you will:

- Receive a "Speak Out" Challenge! workbook and certificate;
- Have the chance to speak several times and learn to think on your feet;
- Find out how to prepare a speech;
- Deliver a short speech based on a personal experience such as a holiday, an achievement or a memorable event;
- Deliver a longer speech about a subject of your choice;
- Learn how to speak in front of a group with more skill, confidence and enjoyment;
- Gain skills that will last a lifetime.

So what will YOU "Speak Out" about?

You may wish to think about what you want to speak about prior to the training day:

- Is there an issue or topic that you feel strongly about?
- Is there something you would like to change?
- Is there someone who inspires you or who has been influential in your life?

Begin to plan your speech now. Depending on your content you may wish to carry out some research, note down interesting ideas, facts, statistics, quotations or select stories to include.

Visit speakerstrust.org for some speech ideas. Think carefully about your speech topic and if you are prepared to share it with an audience – if you have any questions speak to your teacher.

The "Speak Out" Challenge!

Up to six speakers will be selected to go through to the Assembly Final of the "Speak Out" Challenge! These Assembly speakers receive a special certificate. The winner of the Assembly Final will go on to represent the school as a Regional Finalist.

At the Regional Final, all Finalists will receive a certificate from a VIP. A distinguished panel of judges will be assessing and judging each performance and the Finalists placed in the top three will win vouchers of £50, £25 and £10. Each Finalist will need an enthusiastic team of supporters from their school in the audience.

It is natural to be nervous when speaking in public and the workshop will give you tips for managing nerves. In the meantime, here is some advice from students who have already taken the Challenge!

"It's not as scary as you think and it's not hard. Trust me."

"Join in, don't be scared and speak your mind!"

"It's very fun and something out of your comfort zone so I say GO FOR IT!"

STUDENT INFORMATION

Assembly Final

Name:

Date of Assembly Final:

Time of Assembly Final:

Congratulations on being selected to speak at the next stage of Jack Petchey's "Speak Out" Challenge! - The Assembly Final. Your teacher will inform you when and where your Assembly Final will be held. This information sheet will help you prepare for this stage of the "Speak Out" Challenge!

Frequently Asked Questions

What should I speak on?

We recommend that the speech topic is the same as the one you delivered during the training day. This speech has already shown it has winning qualities; we suggest you concentrate on fine tuning your content, structure and delivery.

How many other speakers will be taking part?

Depending on the number of "Speak Out" workshops held in your school there will be between four and eight Year 10 speakers participating in the Assembly Final.

How long should my speech be?

The speech should be a minimum of 1½ minutes and a maximum of 3 minutes. Please ensure you allow time for audience reactions when timing your speech.

Should I continue practising?

Definitely! The more you practise, the more you will develop your speech. Check out the tips on the other side of this page and watch previous winners' videos at speakoutchallenge.com.

Who will decide on the winners?

The decision will be made by a panel of judges from within your school. This may include teachers, members of the Senior Management team and previous "Speak Out" Finalists. The judging criteria will be based on the **"Speak Out" Communication Triangle** with the same criteria used in your "Speak Out" workshop – content, delivery and structure (maximum 20 points for each).



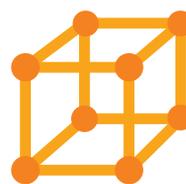
Content

Accurate facts and information, original ideas, interesting stories, a positive message.



Delivery

Use of voice and body language to increase the impact of the speech.



Structure

A 'hook' at the beginning. Carefully crafted content. A message or challenge at the end.

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Tips to Improve your Speech Prior to the Assembly Final

Content

Make sure you deliver a positive message and that your facts and information are accurate. Use interesting vocabulary and rhetoric.

Think carefully about your topic and your audience. Is it something you feel comfortable to share in a School Assembly? If you have any questions regarding your chosen subject please check with your teacher.

Be clear about the purpose of your speech. Do you want to inspire, amuse or inform? What is your message?



Delivery



Think about your vocal variety, pace of speaking and use of pauses. Consider your eye-contact, body language and deliver your speech in a way that reinforces its impact and message.

Practise so that you feel more comfortable with your delivery, structure and content.

Public speaking is about being yourself: it is not rap, poetry or spoken word. Be confident in yourself and in the delivery of your content.

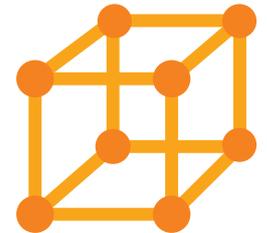
You may feel nervous. This is natural - take a deep breath, smile and speak from the heart.

No notes should be used.

Structure

Help the audience follow your speech with a strong opening 'hook'; engaging stories and clear examples; a final message or challenge for the audience.

Try to use a story to illustrate your message. The audience will always remember people, places and events.



REMEMBER

Stride
with confidence



Stand
strong



Smile
to engage



Speak
with clarity



Stay
for applause



STUDENT INFORMATION

Regional Final

Date:

Time: 4pm to 8.30pm

Venue:

Please make an immediate note of this date and circulate it to all your potential supporters.

Congratulations on being selected to represent your school at a Regional Final. Every year over **20,000 young people** take part in the "Speak Out" Challenge! and **only the top 4% make it** to a Regional Final. This sheet contains some important information regarding the competition as well as some top tips to help you practise your speech.

Frequently Asked Questions

What time should you arrive? 4pm with your teacher for a compulsory workshop for all Finalists which will boost your confidence. You must be there by 4pm otherwise you will not be able to participate in the final. You will run through the order of the event and be briefed on microphone use. Refreshments will be provided; please notify us (via your teacher) of any dietary requirements you may have.

Should you continue practising? Definitely! The more you practise, the more you will develop your speech. Check out the tips overleaf and watch other speakers at speakoutchallenge.com. Please take care not to imitate ideas or phrases used in other speeches – be yourself. We suggest you put a fresh spin on your subject.

How many Finalists will be taking part? Between 15 - 20 Year 10 students, depending on the size of your region.

What should you wear? School uniform. If your school doesn't have a uniform please dress professionally.

What time should your guests arrive? 6pm. Please invite parents, brothers and sisters, grandparents, carers, friends and a team of supporters from your school. Hearing and seeing your supporters applaud you will be very encouraging on the night.

What time will the competition start? 6:30pm prompt. Guests will begin to be seated from 6:20pm.

Who will decide on the top three speakers? The decision will be made by a panel of distinguished judges drawn from the business, educational, sporting, media, emergency services and voluntary sectors in your region.

Will there be any media? Professionally taken photographs will be available on speakoutchallenge.com after the event. A press release will be issued after the Regional Final so keep an eye out for articles in the local media. If you wish to write a blog article for the "Speak Out" Challenge! website please contact us (cc'ing in your teacher) on jpspeakout@speakerstrust.org.

Rules

Topic - We recommend that the speech topic is the same you delivered during the training day. This speech has already shown it has winning qualities - now concentrate on fine tuning your content, delivery and structure. Remember this speech may be posted online so think carefully about your topic and what you chose to share with the audience and people online.

Delivery - Please remember to be yourself; public speaking is not rap, poetry or spoken word. Speeches that are mainly rap, poetry or spoken word will be awarded no marks in the delivery category.

Time - The speech should be a minimum of 1½ minutes up to a maximum of 3 minutes.

Notes - Notes should not be used.

Judging

The judging will be based on the "Speak Out" Communication Triangle (maximum 20 points for each):



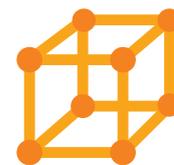
Content

Accurate facts and information, original ideas, interesting stories, a positive message.



Delivery

Use of voice and body language to increase the impact of the speech.



Structure

A 'hook' at the beginning. Carefully crafted content. A message or challenge at the end.

STUDENT INFORMATION

Tips to Improve your Speech Prior to the Regional Final



Content

Clarity - Be clear about the purpose of your speech. Do you want to inspire, amuse or inform?

Evidence - Make sure any facts and information are accurate and relevant – double check your sources.

Emotion - You might want to make an impact on the audience with your supporting story. Ensure you guide the audience towards a positive closing message.

Stories - The audience will always remember people, places and events so try to include a story that illustrates your message.

Humour - Decide whether it would be appropriate to use humour to add impact.

Message - What is your key message?



Delivery

Voice - Work on your vocal variety, pace of speaking and use of pauses

Body language - Check your eye contact, use of gestures and how you are standing on the stage.

Practice - Practise until you feel comfortable. Practise at home in front of friends and family. Practise at school in front of teachers, other students who participated in the "SpeakOut" Challenge! training and last year's Finalist.

Timing - Take care to time your speech. Remember to make allowance for pauses and the audience's reaction, whether it is laughter or moments of particular emotional connection. Your speech should be a minimum of 1½ minutes to a maximum of 3 minutes. There is a penalty system if you run over or under time - please double check your timing.

Nerves - You may feel nervous. This is natural, take a deep breath, smile and speak from the heart.

Be yourself - Listen to the advice and feedback you have been given but hold on to your voice, your passion, your sense of humour and your convictions. Remember public speaking is about being yourself - it is not poetry, rap or spoken word. Speeches that are mainly rap, poetry or spoken word will receive no marks in this criteria.



Structure

Keep it simple - Make sure your overall structure is clear enough for your audience to follow and simple enough for you to remember.

Opening - Will your introduction hook the audience? Use your first few seconds well. First impressions can be very strong.

Body of the speech - Does the body of your speech flow or develop naturally? Use clear simple examples that support your message. Make sure that facts are accurate.

Closing - Does your speech end with a strong message, a clear lesson or a convincing challenge? End clearly; end memorably; end well!

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IMPORTANT: PARENT/GUARDIAN

Consent Form for Regional Final, Grand Final and data storage

Congratulations! Following a communication skills training day, your child has been selected to represent their school in Jack Petchey's "Speak Out" Challenge! and now has the opportunity to speak out at the next stage of the programme – the Regional Final.

Date:

Venue:

Time: Your child should arrive at 4pm* with their teacher.

Guests are invited from 6pm for refreshments and the event will start promptly at 6:30pm and end at 8:30pm.

*Your child will not be able to participate in the Regional Final if they are not in the pre-event workshop at 4pm

Selected speakers from each state school in the region will be representing their schools – only 4% of young people make it this far! Your child will share their speech and speak in front of a large audience and a panel of judges drawn from prominent members of the community.

Intended outcomes of the programme for your child:

- Understanding that their opinion matters
- Increased confidence
- Improved speaking, listening and feedback skills
- Increased appreciation of diversity
- Realisation that they can thrive outside of their comfort zone

In the longer term they may:

- Feel more empowered to be themselves
- Increased their self-esteem
- Have improved education and employment prospects
- Enjoy respectful and supportive relationships
- Be more willing to try new things

Frequently Asked Questions

How can I help them prepare? Listen to your child deliver their speech and offer constructive feedback if requested. Help them think through the issues listed on the other side of this page. Please ensure that your child has their dates in their planner.

Can I attend the Regional Final and can I bring guests? Yes you can, we would love for your child to have lots of supporters present.

How will my child get to and from the Regional Final? It is the responsibility of the school to accompany your child to the event or to agree other travel arrangements with you directly. It is your responsibility to make arrangements to get your child home.

If I have any other questions? Please email jpspeakout@speakerstrust.org or call **020 7073 2616**.

Speaking in public builds confidence and self-esteem but it can also bring challenges. This is particularly true when using social media, especially on personally important or controversial topics. It is likely that members of the audience will be posting clips from events on social media. We strongly recommend that you discuss the speech with your child before the event to support them in their choices.

The welfare of your child is our priority and we recommend you discuss the following points with your child before the Regional Final.

Issues we recommend your child considers when taking part in Jack Petchey's "Speak Out" Challenge!

- 1. Identification.** Your name and school will be attached to the video of your speech – which is great because you'll get the credit. But it also means that you could be identified by anyone who has seen your video.
- 2. The size of your audience.** When you are deciding what to speak about and how much to say about yourself, remember that your audience isn't just your class or even your whole school. You will be making your speech in front of a large number of adults and young people you don't know. And because the video may go online many others could see it too. Speakers Trust will take down the video if you (or your parents or your school) change your mind – but like everything else online it is likely never to disappear completely and remember members of the audience are likely to film your speech and post it online too. So, ask yourself – am I happy to say this to the world? How will I feel about it next week? Or next year?
- 3. Online heckling.** As you know, you choose the topic of your speech; please be aware that not everyone will agree with what you say or how you say it. You could receive a variety of positive and negative comments, or someone may involve you in their political arguments, particularly if you are talking about a controversial topic. Comments have been turned off on videos of speeches posted to the Speakers Trust YouTube channel, but there are other ways in which your speech could be used.
- 4. Publicity.** We will be telling a lot of people about your speech. That is a fantastic opportunity. But that also means that the points above need to be considered even more seriously.

If you are worried about anything, talk to your teacher or your parents who, in turn, can contact us.

As part of the event there will be photography and video. This is so we can celebrate the achievement of the students and encourage others to participate in the programme. We may use photographs and footage in the following ways:

- individual speeches and the name of the speakers will be posted on social media and websites linked to the programme or speech topic.
- photographs, names and links to the speeches may be sent to local and/or national press and may be published.
- in printed or digital marketing, promotional and/or fundraising materials produced by Speakers Trust and/or the programme funder.
- as part of our judging process to select those going forward to the next stages of the programme.

We may use the photographs and videos in other ways too, but only to promote the benefits for young people of effective public speaking, and always in a way that seeks to protect their wellbeing. In addition, we will keep speaker contact details so we can send information on further alumni opportunities. You, your child or the lead teacher at their school may withdraw consent to us storing the data about them or ask to see the data we hold. Please see speakerstrust.org for more information on our policies on safety, wellbeing and data privacy.

Please note we must received a signed copy of this consent form before the start of the workshop (4pm on the day of the Regional Final). This should be emailed by your students' teacher to hello@speakerstrust.org with details of the Regional Final they will be speaking at. **Your child will not be able to participate in the event without this consent form being sent to Speakers Trust in advance of the event.**

PARENT/GUARDIAN

I am the parent/legal guardian of: _____ (student name)

Who attends: _____ School in: _____

I have read and understand the information on this sheet. I understand that by signing this consent form I give permission for my child to participate. I also understand that Speakers Trust is not responsible for travel to or from the event.

If you do not give consent for photography and/or videography of your child please write below and also inform their teacher so we can manage this in advance of the event.

If full consent is not given please provide detail on what consent is given:

Signed: _____ (parent/guardian to sign) Date: _____

Print Name: _____ (parent/guardian name)

Parent/Guardian Mobile: _____ (essential)

PARTICIPATING STUDENT

I am the student participating and by signing this form I confirm I have read and understood the information on this sheet. I also give my own consent to videos and photos of my speech at the Final, and my contact details being used like this.

Signed: _____ (student to sign) Date: _____

Print Name: _____ (student name)

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