



## **CAHPERD’s Jamba Jump Day: Jumping over the Record from Down Under!” Site Coordinator ABC’s**

### **IMMEDIATE STEPS:**

- #1 SECURE THE SUPPORT OF YOUR SITE ADMINISTRATOR FOR PROGRAM & EVENT**
  
- #2 REGISTER WITH CAHPERD (ONLINE):**  
[www.cahperd.org](http://www.cahperd.org)
  - CAHPERD will forward your contact information to the American Heart Association & Governor’s Council on Physical Fitness & Sports (GCPFS).
  - Those organizations will register you/your school for:
  
- #3 AMERICAN HEART ASSOCIATION (A.H.A.) “JUMP ROPE FOR HEART” PROGRAM:**  
[www.americanheart.org](http://www.americanheart.org)
  - You will be assigned a Youth Market Director to work with your school.
  - Only required cost of program is minimum \$1.00 AHA donation per participant; the students can raise funds, or the school or group can just provide \$1.00 per participant with group list.
  
- #4 GOVERNOR’S COUNCIL FOR “GOVERNOR’S CHALLENGE”:**  
[www.calgovcouncil.org](http://www.calgovcouncil.org)
  - They will help you sign up your school for the “Governor’s Challenge.”
  - Provide Governor’s Council School or District administrative assistant contact information, and Governor’s Council will work with them directly.
  - Can do “Challenge” before or after event. Any physical activity “counts”; suggest using the time to train Jamba Jump Day participants or as P.E. homework.

## **PRIOR TO THE EVENT:**

- **INVENTORY YOUR JUMP ROPES AND MAKE SURE THAT YOU HAVE ONE FOR EACH ROPE SKIPPER.**

If you do not have enough jump ropes for all of your students/participants to jump at the same time, you may obtain them from the following sources:

- Very inexpensive, Commemorative Jump Ropes purchased through CAHPERD website: [www.cahperd.org](http://www.cahperd.org).
    - \$4.00 per jump rope (\$3.00 for 200 or more).
    - Can use as a fundraising opportunity (see below).
  - The (AHA) will provide 12 jump ropes for each participating school that signs up for “Jump Rope for Heart.”
  - You may want to recruit your PTA or community Service Clubs to assist in donating jump ropes for your special event.
- **CONTACT YOUR CAHPERD JAMBA JUMP DAY GUINNESS BOOK EVENT COORDINATOR (LISTED BELOW) WITH ANY QUESTIONS.**
  - **RECRUIT (2) JUDGES TO VERIFY YOUR EVENT.**
    - Your Judges cannot be anyone employed by your school district. This includes all school personnel, district personnel.
      - Can have school board members, if not employed by district.
      - Can have more than two Judges; recommend 1 Judge per 50 Jamba Jump Day participants.
    - Should be members with “Standing” in the community:
      - Mayor, City, County or State Officials
      - Media Representatives
      - Partners, Leaders or Sponsors
    - Sample Letter on CAHPERD website or Jamba Jump Day Training CD.
  - **PUT THE JUMP DATE OF FEBRUARY 1, 2010 ON YOUR SCHOOL CALENDAR.**
  - **DECIDE ON THE JUMPING AREA AT YOUR SITE.**
    - Plan on a Good and Bad Weather strategy.
  - **BEGIN ROPE SKIPPING PRACTICE SESSIONS FOR PREPARING YOUR STUDENTS OR VOLUNTEERS TO JUMP FOR 10-MINUTES.**

- **PLAN A “KICK OFF” ASSEMBLY TO EXPLAIN THE EVENT, PASS OUT PAPER WORK, AND GET STUDENTS “PUMPED UP”!**
  - May want to use documentary “JUMP!”
  - May want to host Rope Skipping Team for demonstrations.
- **WORK WITH YOUR PRINCIPAL TO ARRANGE, ORGANIZE AND PLAN FOR STUDENTS TO BE IN THE DESIGNATED ASSEMBLY AREA TO JUMP PROMPTLY.**
  - Perhaps plan Fire Drill or other Drill to get students outside and not disturb other class or instructional time.
- **SEND PARENT LETTERS AND AHA DONATION ENVELOPES HOME TO ANNOUNCE JAMBA JUMP DAY AND “JUMP ROPE FOR HEART” PARTICIPATION.**
- **SEND MEDIA NOTICE OF THE RECORD ATTEMPT AT YOUR SITE.**
  - Use CAHPERD Templates posted on Website: [www.cahperd.org](http://www.cahperd.org).
  - Invite Media Representatives to be Judges or jump with the kids.
- **RECRUIT VOLUNTEER(S) TO VIDEO AND TAKE PHOTOS OF THE EVENT.**
- **PREPARE JUDGES/WITNESSES WITH GUINNESS RULES.**
  - Found in Jump Event PowerPoint Presentation and on CAHPERD Training CD.
- **PREPARE LOG BOOK OR LIST FOR PARTICIPANTS & WITNESS SIGNATURES.**
  - Can use School or Class Rosters, as long as there is space for Students, yourself and Judges to sign to confirm that the student participated correctly.
  - Sample Log information on CAHPERD website or CAHPERD Training CD.

**IF YOU HAVE ANY QUESTIONS THAT YOUR (AHA) YOUTH MARKET DIRECTOR .IS UNABLE TO ANSWER, PLEASE CONTACT THE FOLLOWING CAHPERD JAMBA JUMP DAY EVENT COORDINATORS:**

<b>High School:</b>	Dan Latham, <a href="mailto:ectoman@ca.rr.com">ectoman@ca.rr.com</a> (866) 344-7427
<b>Middle School:</b>	Patti Suppe, <a href="mailto:psuppe@msn.com">psuppe@msn.com</a> (909) 573-3619
<b>Elementary School:</b>	Judy Ameluxen, <a href="mailto:jeajud@aol.com">jeajud@aol.com</a> (909) 238-3801
<b>CAHPERD:</b>	Jessica Williams, <a href="mailto:jwilliams@cahperd.org">jwilliams@cahperd.org</a> or

**GREAT SUGGESTED OR OPTIONAL IDEAS:**

- Have a Sound System and Lively Music.
- Recruit volunteers to assist with organizational paperwork, distributing and collecting jump ropes, gathering needed signatures, counting money, distributing AHA “Thank you” gifts, etc.
- Hang Posters, Banners, and/or other Signage with CAHPERD logo.
- Make sure all of the participants are wearing official CAHPERD Jamba Jump Day Event T-Shirts on the day of the event to promote great photo opportunities and media coverage.
- Provide water or other healthy drinks to your participants on the day of the event.
- Work with district or school site Technology staff to set up a viewing of the State Webcast during the event.

**USE JUMP EVENT AS FUNDRAISING OPPORTUNITY FOR SCHOOL:**

1. Purchase special, Commemorative Jump Ropes from CAHPERD and sell at profit to benefit school or program:
  - a. CAHPERD Jump Ropes = \$2.50 per jump rope (or \$2.00 for orders over 200 jump ropes).
  - b. Suggested School Sales Price = \$5.00 - \$10.00 per jump rope.
2. Purchase special, Commemorative “Jumping Over the Record from Down Under!” T-Shirts, and sell at a profit to benefit school or program:
  - a. CAHPERD T-Shirts = \$12.50 each (or \$10.00 for orders over 200).
  - b. Suggested School Sales Price = \$15.00 - \$20.00 per shirt.
3. Purchase special, Commemorative Polo Shirts from CAHPERD and sell at profit to benefit school or program:
  - a. CAHPERD Jump Event Polo Shirts = \$25.00 each (or \$20 for orders over 200).
  - b. Suggested School Sales Price = \$30.00 - \$35.00 each.

**“DAY OF” EVENT CHECKLIST:**

1. Post signs CAHPERD logo for Record & great background for Photo Ops and Media shots.

2. If IT Department can support, set up screens for live Webcast.
3. May plan fire or disaster drill prior to Record Attempt, to have all people outside.
4. Event must be synchronized so it occurs simultaneously (exactly 9 am).
5. Same event format must be followed at each locale.
6. AV: Need Sound System for Announcements & Music (maybe stage).
7. Have lively music if possible or can't hear Webcast!
  - a. "JUMP!" –Van Halen = 3:49 (video on YouTube)
  - b. "Jump (for my Love)" – Pointer Sisters = 3:57 (video on YouTube)
8. Best if all wear Jump Event Shirts for Photos.
9. Must Video Event (and take photos – may end up in Guinness Book)!
10. Give directions/rules again to all participants.
11. Make sure all participants and Witnesses sign Log Sheet/Book.
12. Jump promptly at 9:00 am – 9:10 am (at least three minutes straight).
13. After they jump ten minutes (insuring three minute block), the Judges/Witnesses must sign after each participant confirming their correct participation (NO QUOTE Marks!).

#### **FOLLOWING EVENT CHECKLIST:**

Make sure you send to CAHPERD by Feb. 15, 2010 all of the following:

- Log Book fully/correctly filled out & signed.
- The two judges must sign letter stating number and date of attempt; should be on their letterhead (sample letter on CAHPERD website and on CAHPERD Training CD).
- Media clippings/coverage included.
- Photos & Video.
- Verification of start and stop times, and total numbers of participants.
- Exact location of event.
- Site Coordinator(s) full contact information for verification if necessary.

#### **ENJOY MAKING HISTORY WITH NEW, CAHPERD GUINNESS RECORD:**

- Come to CAHPERD Conference to learn final results - Ontario Convention Center: March 4-7, 2010.

- **Download CAHPERD/Guinness Certificates for Students or School.**
- **Purchase CAHPERD/Guinness Banner for School and/or Gym.**