

Federation of Small Businesses (FSB)  
ENTERPRISE DAY PROJECT  
**The Art of Running a Business**

## PROJECT OVERVIEW

This pack contains recommendations and activity details for schools running the **FSB Keep Trade Local** project.

It is acknowledged that each school is unique in regards to the combination of year group size, facilities and resources available, the timings of lessons, and the structure of a school day. Therefore this pack gives guidance and recommendations only. How each school uses the resources and runs their project is individual.

All that is asked, is that schools nominate a winning team, based on their final presentation, and that a copy of this presentation and any additional supporting materials are forwarded to:

**Jeanette Thurtle, FSB East Anglia Regional Organiser at PO Box 144, Thetford, IP24 1YA or [Jeanette.thurtle@fsb.org.uk](mailto:Jeanette.thurtle@fsb.org.uk) by 22<sup>nd</sup> January 2010**

This will enable judges to shortlist the best six presentations from schools in Norfolk, and the six best in Suffolk to be put forward for the two county FSB awards evenings in early March 2010. Dates and venues for the awards evenings will be notified at the beginning of February 2010.

In order to select your chosen business and/or mentor for the Project, we suggest that you use contacts through the Parent Teacher Association (PTA), school governors, workplace businesses, or visitors to the school.

A copy of all resources, support materials and student sheets can be found on the enclosed Compact Disc (CD) for schools to duplicate and distribute for their students to use in their groups during the Enterprise Day. We also enclose certificates for Team Work, Leadership, Positive Attitude and Creativity, for use during the Day. Please use this pack and familiarise yourselves with the materials, and the rooming and staffing needs in sufficient time before you run the day.

The day is designed as an Enterprise activity because the variety of tasks and the working environment in groups allows students to work with others, negotiate, communicate effectively, participate and propose and present their collective ideas. It also allows students to look at the wider community outside of the school gates and consider local entrepreneurial spirit happening around them.