

Step by Step

Step Into Quizzing

Organising Your Own Quiz Night

Help young people in your community by holding a Quiz Night. It's a fun way to raise money for Step by Step and it's easier to organise than you think!

Why Host a Quiz Night?

Hosting a Quiz Night is an easy and enjoyable way to support Step by Step.

You can make the event as inclusive or intimate as you wish, but as long as you are putting your quizzers' knowledge to the test, you are bound to succeed!

Who Can Become a Quizmaster for Step by Step?

If you have a budding brain for quizzing then you can put it to the test for Step by Step.

Anyone can host a Quiz Night for us – as long as you have challenging questions and keen quizzers, you're sure to get full marks!

Quizzing Ideas



General Categories:

- Geography
- Current News
- History
- Music & The Arts
- Sport
- Film & TV

Specialist Rounds:

- Picture round
- Chocolate tasting
- Guess the celebrity baby
- Pot luck
- Missing link

How the Money Raised Could Help

£45

provides a young person with mental health support

£70

could cover the cost of a young person accessing an Emergency Bed

£210

allows us to offer a young person a week of accommodation and specialist support.



Need Some Advice?

Our Fundraising Team know their stuff and are always happy to help.

fundraising@stepbystep.org.uk
01252 346107



Choosing a Location

- Finding a suitable venue is key to the success of your quizzing event. If you choose to host at home, make sure you have plenty of space. If choosing a venue such as a pub or club, then it's worth finding out if you have access to the bar and kitchen.



Health & Safety

- Make sure your venue is appropriate and provides the facilities you need.
- A pub is always a safe choice as they will probably be used to hosting a quiz night, but other venues may not.
- You should check the recommended capacity of a venue and whether it has appropriate fire exits, among other basic health and safety concerns.
- Make sure that your quizzers are briefed on health and safety protocols before beginning in case of an emergency evacuation.



Catering

- Will you provide food/drink for your quizzers? If there is a bar on sight then you need not worry, but if you are hosting at a local community centre, or even at home, it is certainly worth supplying food and drink.
- If intending to supply alcohol, you **MUST** check with your venue about their policy or license for selling alcohol. This is a legal requirement, so make sure that you take the time to comply with regulations.



Covering Your Costs

- Make sure to cover your costs by setting a minimum fundraising goal. This should include things such as cost of catering, venue hire and any other necessary expenditure.
- How are you going to raise money? The most efficient and safest way to cover costs is to charge a set rate for an entry ticket. Or you could ask for a generous donation.



Promoting Your Quiz Night

- Remember to tell friends and family what's happening. A healthy social media campaign will ensure that your Quiz Night does well. Post to Facebook, Twitter and Instagram. Make sure to tag us in your posts and we will share and respond.
- Print and personalise our ready-made posters and display them for all to see!



How To Fundraise

- Decide how you would like to fundraise. You can set up your own JustGiving page or a Facebook fundraiser. This money will come directly to us. Or you can send donations to us via cheque, cash or BACS.