

# Duffy Books in Homes Programme

## CRITERIA:

Does your school have an Equity Index number of 471 and above?

**YES**

Your School is eligible to join.  
Fill in Registration Form  
- SUBMIT

**NO**

Sorry your school is not eligible

## MAIN INFORMATION:

- A minimum of six free books each year
- Caught Being Good (CBG) books: a chance to receive regular weekly book awards  
CBG Mum/Dad/Grandparent awards each year
- Role Model assemblies twice a year
- Duffy Theatre show once a year
- Free start school packs for new entrants
- Mainfreight Award for Excellence in attitude
- And other prizes throughout the year.

## COST:

- Invoices are sent out after book offer 1 and 3 (April & September) Book Offer two covered by the Government
- Invoices are based on how many children ordered books at the time of book offers 1 and 3



Any questions please contact the Duffy office:  
[duffy@booksinhomes.org.nz](mailto:duffy@booksinhomes.org.nz) or **FREEPHONE: 0800 383 392**

# Duffy Books in Homes Programme

## REGISTRATION PROCESS:

Duffy Books in Homes Contract signed and emailed to:

**duffy@booksinhomes.org.nz**

or posted to:

**Duffy Books in Homes**

**PO Box 132146**

**Sylvia Park**

**Auckland 1644**

Midyear Intake deadline: **Last Friday of May**

Deadline to start the following year: **Last Friday of October**

Schools will receive a confirmation email to advise their contract has been received within a week.

Schools will receive the next monthly update of up and coming dates and events.

All new schools will receive a 'Welcome' pack with the latest Newsletter and supporting information.



# Duffy Books in Homes Programme



## CONTRACT

Dear Principal,

Here is an outline of the Duffy Books in Homes programme:

### OUR VISION

"To inspire a love of books in Duffy children so they become adults who inspire a love of reading."

### OUR MISSION

We will achieve our vision by:

- creating and enhancing the desire for children to read through book ownership
- reaching out to an ever-widening range of children and communities
- developing our programmes to meet the specific needs and aspirations of our diverse communities
- developing an interlinked network of people and organisations to collaborate on how to best meet the needs of our students and their communities
- constantly keeping our vision, mission and values at 'top of mind'

### THE SCHOOL'S COMMITMENT

- To commit funds from either your Annual Operations Grant or from community sources such as your own sponsors to meet your school's 50% share of the cost of *Caught Being Good* books and certificates, Duffy book labels, four books per year for each of your students and the administration fee. The Ministry of Education covers cost of two additional books for each student at no cost to the school'
- Your school will be invoiced twice yearly.
- If your Equity Index number is below 471, we can work with you to review eligibility.
- If your school withdraws from the Duffy Books in Homes programme less than a month before the last day of Terms Two or Four, your school may be responsible to pay for all printing materials e.g. labels and certificates that have already been distributed.

### THE FUNDING PARTNER COMMITMENT

- Duffy Books in Homes finds a funding partner to provide 50% of the cost of your *Caught Being Good* books and certificates, Duffy book labels, and four books per year for each of your students.
- We encourage funding partner to take an active part in Duffy events and initiatives.

### THE BENEFITS

- Twice yearly visits by New Zealand personalities/ Role Models who speak, inspire and gift the children their new books. Promoting the message **'It's Cool to Read!'**
- The Duffy Theatre performs for Duffy schools with primary age children every year, giving Duffy kids exposure to fantastic live theatre and promoting reading and books in a fun and interactive way.
- To be part of an innovative and exciting programme that gets books into the homes of Duffy children and whanau.
- Every child at your school chooses six brand new books each year which they get to take home and keep.
- Additional books and certificates are provided through the Caught Being Good initiative at a ratio of one book per 30 pupils per school week (or 40 books per year if your roll is under 30), creating a positive focus for weekly assemblies.
- The Duffy Start School Packs enable each school to welcome every new entrant starting school for the first time with a brand new Duffy Start School Book Bag (optional programme).

Best wishes,

The Duffy Books in Homes Team



# Duffy Books in Homes Programme

## CONTRACT



Please fill in the following details and return to **Duffy Books in Homes, PO Box 132146, Sylvia Park, Auckland 1644**, by **last Friday of May (for midyear intake) or October (to start following year)**. Please keep a copy for your records.

**SCHOOL:** \_\_\_\_\_

1. We confirm our participation in the Duffy Books in Homes programme.
2. We accept the annual cost to the school as outlined in the cost model already received.
3. We agree to implement all aspects of the Book Offers.
4. We agree to advise Duffy Books in Homes of any changes likely to affect the running of the programme within our school, e.g. changes to the Principal, Duffy Coordinator, roll number, school type, equity and email address.
5. We agree to participate in all Duffy Books in Homes activities to ensure students receive all the benefits of the programme.
6. We agree to maintain regular and close association with our sponsor.
7. We agree to complete the annual Duffy Books in Homes questionnaire.

### DETAILS:

Principal:

Duffy Coordinator:

Physical Address (include postal code):

Postal Address (include postal code):

Region:

Equity index:

Phone:

Fax:

Email Address:

Projected number of students that will take part in the Duffy Books in Homes programme:

Years of students that will take part in the Programme (e.g. yr 1-6, yr 1-8, yr 7&8):

### ETHNICITY OF CHILDREN ON THE PROGRAMME:

Ethnicity:	Maori	European	Pacific Island	Asian	Other
Number:					

Website address:

Brief description of your school to appear on the Duffy Books in Homes website:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_