

## Stationery Shop

A Pupils Profit Initiative

## Information Pack



# The Stationery Shop Step by Step



**Phase 1**  
Enterprise business planning

# Pupils Profit Enterprise Toolkit

The toolkit gives the children ownership of their business from the outset

## What's Covered:

10 Enterprise Training Modules on:

Business Operations and Health and Safety, Product Selection Pricing and Profit, Marketing, Market Research, Job Role Application (*they assess their skills for seven specific job roles*), Receiving a Delivery, Preparing for Launch, Selling, Stock Taking, and Evaluation.

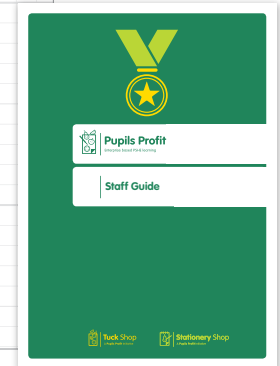
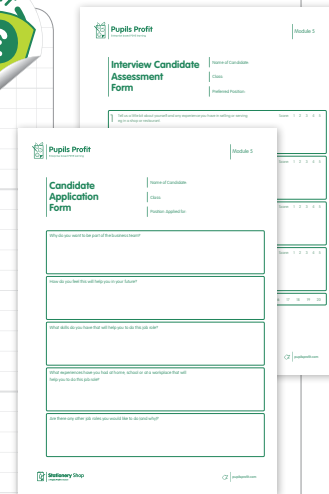
## Resources included:

For Children:

- Template based training materials for modules 1-5. These will become their business plan, which they will present to the Head Teacher for sign off.
- Motivational 'Profit Point' stickers to be awarded for good business ideas/businesslike behavior.
- Stationery Shop samples to samples to score and return to Pupils Profit.
- On the job learning guides for modules 6-10
- 30 Job Role Application Forms, 30 Interview Assessment Forms, and 30 Job Description Booklets.
- Enterprise Folder containing operational documents including the How To Guides.

For Staff Supervisor:

- Comprehensive Staff Guide
- Power Point Slides with Prompts



# Stationery Shop Range

Half the range can be sold for around £1

## Products include:

Eco friendly products including scented pencils made from recycled newspapers, and pencil cases made from car tyres

Ergonomically designed pens to improve hand writing

Items which support topic based learning such as Top Trumps (natural world/animas only)

Fun items such as bendy pencils and animal erasers

Erasable pens and glue sticks

Prices: from **36p**

## Delivery:

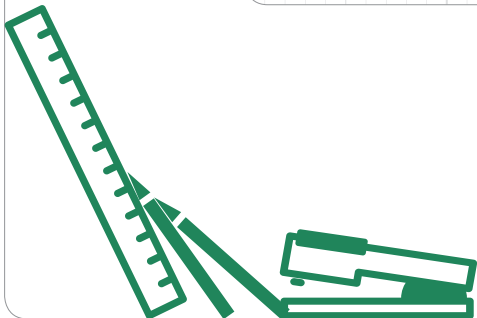
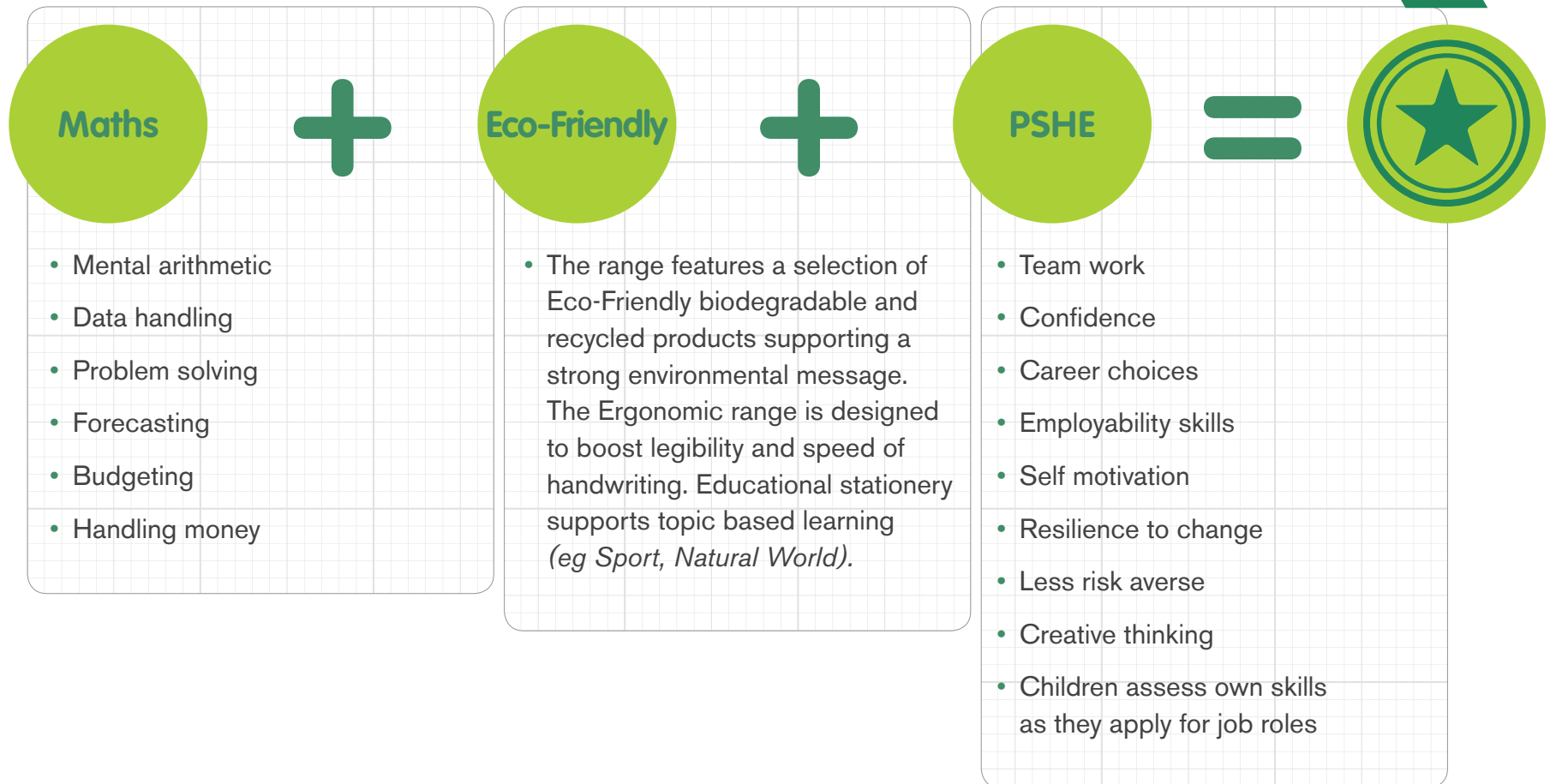
Orders of £75-£149 excl vat – £7.95 + vat

Orders of £150-£299 excl vat – £3.95+ vat

Above order value of £300 excl vat – **Free**



# Demonstration of the needs addressed by the Stationery Shop project throughout a school year:



# Why Pupils Profit

## **Sustainability:**

The initiative lasts a school year deepening the children's learning.

Ownership of business plan signed off by the Head Teacher.

The inherent demand for stationery drives the sustainability of the Stationery Shop.

## **Self Funding:**

The Stationery Shop will turn a profit.

## **Product Integrity:**

The Pupils Profit product range is comprised of Eco Friendly, Ergonomically Designed and Educational stationery products.

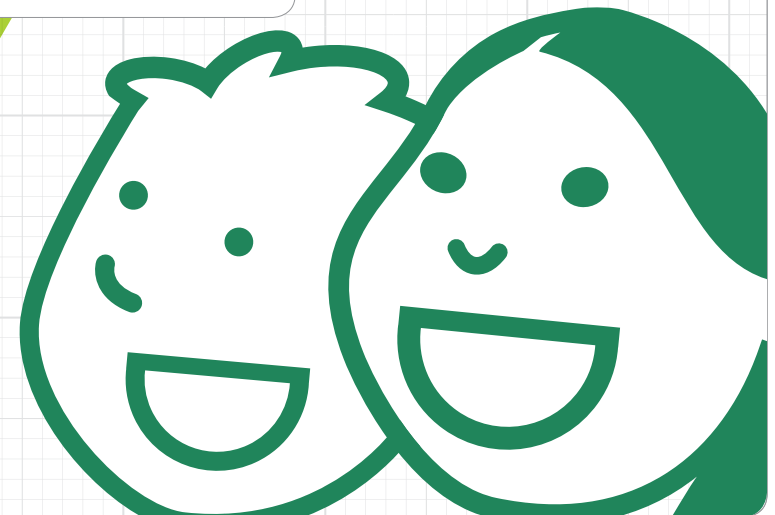
High quality regular evaluations are carried out.

## **Experience:**

The training has been created drawing on 17 years of retail marketing and sales experience and 6 years of training school children to run a sustainable enterprise.

## **Value:**

The Enterprise Toolkit is competitively priced. It can be passed onto the next year group using peer to peer mentoring.





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