

TEAS & REFRESHMENTS

Offering refreshments at your open day can be a welcome addition to your open day and home baking is always very popular. It is not compulsory to provide teas, but it can make a big difference to the amount of money that you raise. For some visitors, the main reason for coming is to enjoy the teas! Your nominated charity may be willing manage the teas for you, so do ask if they can help. If they do organise the teas, we ask that they hand over the takings so they can be counted along with the overall income from admissions and any stalls. Your elected charity will then receive 60% of the day's overall takings.

If you are thinking of asking a commercial tearoom or outside caterer to organise the teas, please chat with your District Organiser first for their advice. In this case, we suggest that a minimum fee of £30 (or £10 plus 20% of sales) should be donated towards your open day.

SERVING SUGGESTIONS

- Tea or coffee, milk and sugar; squash, fruit juice, water
- A variety of baking, such as biscuits, scones with cream or butter and jam, cakes and perhaps a savoury option of some kind, although we do not recommend sandwiches as they can be problematic to prepare and store safely.
- Soup and a roll can also be popular or another hot dish if appropriate.
- Remember to follow good food hygiene practice. All food must be stored/maintained at an appropriate temperature in appropriate containers during your opening.
- Remember to think about food allergies and intolerances. Be sure to identify any baking that contains nuts and you may even consider offering vegan, gluten-free and/or dairy-free options.

PRICING

Price the teas simply with as few permutations of change as possible. As a guide we suggest:

- Basic Teas (tea & biscuit) minimum £1.50
- Homemade Teas minimum £3.00
- Cream Teas minimum £3.50
- Hot Food minimum £3.50



SEATING ARRANGEMENTS

- Think about where you will serve the teas – this could be in a barn or outbuilding, gazebo or allow people to be seated around the garden.
- How many people will you be able to seat? Consider that you will turn over those seats every 30–45 minutes. Then based on how long your opening will last, you can work out how many teas to prepare for: seats x number of 30-to-45-minute intervals.
- Ensure you have sufficient crockery, or paper cups and plates, to deal with such numbers.
- Your charity may be able to provide crockery or an urn, or else consider contacting a local church or village hall to borrow supplies. They may also be able to provide chairs.

TOP TIPS

- Remember to arrange a cash float for your teas, with change appropriate to your pricing structure.
- Bake in advance and fill your freezer, ready for your open day, ask your friends to donate a cake or invite a friend or two for a baking party!
- A 'takeaway' option has proved to be popular instead of table service, where visitors can enjoy their teas around the garden. Cake boxes can be handy for this.
- Fresh flowers in jam jars on the tables can provide a welcoming addition.
- Have plenty of helpers on the day to serve, take care of the money, clear tables and do the washing up.

Inevitably, the weather will have a lot to do with your final number of visitors, but you can always sell off extra baking if you think you'll have leftovers.