



# Cool Kids Cafés

## Steps for creating your own Cool Kids Café:

1. Sit down with your parents/coach/teacher and pick a date, time and location for your café.
2. Find adults and kids who would like to help. You'll need cooks, waiters, busboys and hostesses.
3. Make a flyer to hand out or to post on bulletin boards. It can be as simple as a hand drawn flyer or you can do it on the computer. Include the date, location, the time, a contact phone number and name, and the name of the foundation in case someone wants to send you a check. Send it out to as many people as you think you can serve at your café.
4. Make your menu and set your prices. Things like spaghetti, hotdogs, hamburgers, tacos, and chicken nuggets are great ideas. We found out that macaroni and cheese kept warm in a crock pot doesn't work too well. We made our menus on the computer, but they can be hand-written. We laminated ours so they could be used over and over throughout the day. They can even be used next year.
5. Start making decorations for your café. Our kids drew pictures, banners, signs, etc. They were hung on the walls all throughout our café.
6. Have a uniform making party. We usually use solid colored T-shirts and fabric paint to decorate them. The kids have a great time doing this and each shirt is original. The kids also decorated aprons for the adult helpers to wear.
7. Take pages out of coloring books and make lots of copies of them for the customers' kids to color on the day of the café. We put 3 or 4 crayons into Dixie cups and gave a couple of coloring pages and a cup of crayons to each kid as they were seated. You can also ask restaurants to donate kids' pages for you to use. Nordstrom's has a Kids Café and they donated kids coloring pages to us.
8. Get donations of tables, chairs, warming trays, paper plates, cups, plastic silverware, tablecloths, outdoor umbrellas or canopies, sandwich bags, coolers or anything else that you can think of. Send an e-mail out of all of your needs. Don't be afraid to ask.
9. Get the kids to write their grocery list. They should go through the menu and think of everything that they'll need to make the items on the menu. Have the parents review the list. Plan a day for shopping and don't forget to think about refrigerator space limits.
10. We had a bake sale during our café and at different places of business for the days before and after the café. We asked for baked good donations. Everything was placed into individual sandwich bags and sold for \$.50 to \$1.00. This was very successful.
11. Set up a hostess station. The kids wrapped silverware in napkins and had them ready to go in a basket. We set up a tray table that had the menus, silverware, kids coloring sheets, crayons and a donation jar.
12. Create an ordering sheet. List all of the menu items on the sheet so that the kids can simply write in how many of each item the customer orders. This was very helpful this year. We even included specific things like lettuce and tomato so that the kids could just circle it instead of writing the words out.

continued on page 2...



# Cool Kids Cafés

continued from page 1...

13. Have a meeting with all of the staff. Assign kids to be hostesses, waiters, busboys, and assistant cooks. The adults will handle the hot foods.
14. The day before the grand opening you should do your grocery shopping.
15. Plan to have your cooks and some adult volunteers help with cooking the day before. Cook as much as you can...spaghetti sauce, taco meat, cut up fruit, etc. The next day, things like this can be put in crock pots and kept warm for serving.
16. Set up all of the tables the day before the café. Draw a picture of where the tables are located and give it to your hostess. We put ours in a sheet protector and used a dry erase marker to keep track of which tables were full. Don't forget to set up an area for your bake sale.
17. Assign an adult to work the "cash register" and the bake sale area along with a kid. Sometimes the money part can get confusing.
18. Make a sign telling people who to make checks payable to Belanger-Federico-Pitterich Foundation.
19. Have the kids make signs to hang in the neighborhood the day before reminding customers that the café is the next day. This definitely helped bring in customers for our café.
20. Send out an e-mail reminder to everyone you know telling them the date and time of the café.
21. Get a good night's sleep. You're going to need it!
22. The day of the café....cook the rest of the food. Prepare as much in advance as possible. Have the waiters, hostesses, and busboys arrive one hour prior to opening so they can eat and get their last minute jitters out.
23. Open the café and enjoy your day. Remember, people are there for the cause. The service and the food don't have to be perfect. Customers are expecting to be served by kids and that the food was made by kids.
24. Send out a thank you reminder e-mail after the event. In the e-mail tell people who were not able to attend that they can still send checks to you. We raised over \$200 more the week after the café.
25. Sit back, relax, and plan to make next year's event even bigger and better!