

Teacher Information Pack

Adventure Presentations & Workshops with John Sullivan

Thank you for booking an adventure presentation or workshop. To help ensure everything runs smoothly on the day, please see the information below.

Presentation Requirements

To deliver the presentation, the following equipment will be required:

- Projector or large screen display
- HDMI connection for my Mac laptop
- Sound system/speakers for video and audio playback
- Microphone (recommended for large halls or assemblies)
- Access to a nearby power socket

Technical Support

Where possible, it is helpful for a member of the school's IT team to be available at the beginning of the session should any technical assistance be required.

Arrival & Set Up

- Please allow approximately 30-40 minutes before a presentation for set-up and equipment checks.
- For half-day or full-day workshop activities, access to the activity area will be required approximately one hour before the activities begin to allow equipment to be unloaded and set up safely.
- I will bring my own Mac laptop containing the presentation.
- As a backup, I will also bring the presentation on a USB memory stick in both Microsoft PowerPoint and Apple Keynote formats, ensuring it can be delivered using the school's equipment if required.
- If parking is not available within the school grounds, I would appreciate it if an alternative parking location could be recommended prior to my arrival.

Audience

Presentations can be delivered to:

- Whole-school assemblies
- Year groups
- Individual classes
- Awards evenings and special events

Session Options

Typical presentations last 45-60 minutes, with time available for questions if required. Schools may also book practical workshop activities as either a half-day or full-day option.

Planning Your Workshop Timetable

For all half-day and full-day bookings, please provide the following information in advance so that the challenges and pupil rotations can be planned effectively:

- The school's preferred activity start and finish times.
- The times of morning or afternoon breaks and the lunch break.
- The total number of pupils taking part.
- The number of pupils in each group or class.
- How long each group will be available to take part in the activities.

Each instructor can usually deliver activities to up to 30 pupils at a time. With John delivering the workshop individually, one group of up to 30 pupils can therefore take part at any one time.

Where it has been agreed that two additional instructors will attend, three groups of up to 30 pupils can take part at the same time. This provides capacity for up to 90 pupils at a time for either a half-day or full-day programme.

For example, during a half-day programme with one instructor, 90 pupils could be divided into three groups of 30, with each group attending in turn for approximately one hour. With three instructors, all three groups could take part during the same session. The precise session and rotation lengths will be agreed around the school's timetable, breaks and available activity time.

Once the pupil numbers and the time available for each group have been confirmed, a suitable workshop timetable can be prepared for the school.

Activity Space & Venue Requirements

Half-day and full-day activities can be delivered outdoors or indoors:

- Outdoors: a suitable, level grassed area is required, ideally a space similar in size to a football pitch.
- Indoors: activities can also be delivered in a sports hall, providing a reliable alternative in poor weather.
- The chosen area should be available exclusively for the agreed session and allow pupils to move between activities safely.
- Please confirm the intended activity space in advance and advise of any access restrictions.

What Teachers Can Expect

- A fully interactive presentation and/or practical workshop that encourages pupil participation.
- Curriculum-linked content, tailored to the appropriate age group.
- Suitable activities for pupils of all ages and abilities.
- Real expedition stories, photographs and artefacts that bring learning to life.
- A positive and engaging experience designed to leave pupils feeling inspired, motivated and believing in what they can achieve.

On the Day

If there are any last-minute changes or specific requirements, please let me know on arrival. I will be happy to adapt the presentation or workshop to suit your pupils and the available facilities.

I look forward to visiting your school and sharing an inspiring adventure that encourages confidence, resilience, teamwork and a belief that ordinary people can achieve extraordinary things.

John Sullivan

Adventure Speaker • Former Royal Marines Commando • Explorer