



Assessment Task Notification

RICHMOND RIVER HIGH CAMPUS

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| Task Number | 3 | Task Name | Party Theme Portfolio |
| Course | Exploring Early Childhood | Faculty | PDHPE |
| Teacher | Nicole Ellis | Head Teacher | Glenn Varcoe |
| Issue date | Thursday 24 th July 2025 | Due date | Friday 29 th August 2025 |
| Focus (Topic) | Food and Nutrition | Task Weighting | 35% |

Outcomes

- 1.4 analyses the ways in which family, community and culture influence the growth and development of young children
- 1.5 examines the implications for growth and development when a child has special needs
- 6.1 demonstrates an understanding of decision making processes

Task description

You are an event planner who has been employed to plan a healthy child's birthday party for one of the profiles listed below. You will present your plan for the birthday party in a Portfolio, including a consistent theme for the invitations, food, decorations and games. This Portfolio should be set out as follows:

MODEL: Plan for the theme of the party (8 marks)

- Select and provide your teacher with your chosen profile from the list.
- Decorate a shoe box or similar sized box in the theme you have decided to design the party around. You **may** include table decorations, party bags, wall hangings, cardboard cut outs, party hats, balloons, streamers, pinatas, fairy lights or any other decorations that are appropriate.

PAGE 1: Invitation (4 marks)

- Design an original invitation using images and text suitable to the theme of the party
- Include all details of the party such as:
 - Name of birthday child
 - Space for name of invited child
 - Location of party
 - Date, day and time (including start and finishing times) of party
 - RSVP date and details
 - Any special details or requirements. For example – Please advise us of any dietary requirements you have.

PAGE 2: Menu (5 marks)

- Write a menu and explain how the food selected meets the health and/or cultural requirements in the brief
- Include at least five foods and three beverages suitable to serve at the party
- Use five or more images to represent this theme

PAGE 3: Birthday cake design (5 marks)

Present a design for the birthday cake that links to the theme of the party, including the following:

- A **hand drawn** diagram of your **original**, creative cake design in full colour
- Labels stating different parts/ingredients/decorations of the cake

PAGE 4: Games (5 marks)

Describe **two** games that will be played at the party. Provide a detailed description of how the game is played, a complete list of equipment and **thorough explanation of how the game promotes positive behaviour in a safe environment.**

PAGE 5: Costings (5 marks)

Include a realistic price list of expenditure on decorations, ingredients/food, venue, and games. The total price should not exceed \$600.

PAGE 6: Timeline (3 marks)

Develop a timeline for organising the party including:

- Time each task will take to complete
- How long before the party each component must be organised

ASSESSMENT CRITERIA: You will be assessed on your ability to:

Select ONE of the following profiles to design a birthday party for:

1) Sally, who will be turning 6 years old in November, loves fairies, rainbows, and fairy tales. She is also interested in swimming and playing soccer. She is excited to have her whole extended family of 35 people, her 10 friends and their parents come to her party. Sally's family are of the Hindu faith. Her aunt and cousin both have Coeliac's Disease.

2) Jacob, who will be turning 5 next February, is keen to have a birthday party with 15 of his friends. His parents have agreed to book a space in a gaming arcade, bowling alley or water park for his party. He especially loves console games and everything about comic books and movies relating to comic books e.g. DC and Marvel Universes. Jacob is allergic to nuts and shellfish and his younger brother has Autism and will only eat white or green food.

3) Charlie is turning 7 in August and can't wait to have a sleepover movie marathon party including a big dinner with ten of her friends. She particularly loves cartoons, horse riding and is a massive fan of all types of animals. One of Charlie's friends is a Type 1 Diabetic and another is of the Jewish faith.

- Choose a theme that would appeal to the child in the profile you have selected. Read the profile carefully and consider the child's hobbies and interests.
- Include a list of at least five foods and three beverages including quantities that you would serve at the party. Keep them in line with the theme of the party. Read your chosen profile carefully and consider all types of dietary requirements such as allergies and religious requirements. Please ensure those with special dietary needs are catered for and not put at risk during the party.
- Include at least five colour images that show the theme of the party. Types of images may include:
 - Party games
 - Food and beverages
 - Themed costumes
 - Party locations
 - Design an ORIGINAL invitation using text and images linked to the theme of the party. Include ALL of the required details listed in the TASK DESCRIPTION

Marking Guidelines

| 1. Model with decorations | Marks |
|--|-------|
| Outstanding planning of engaging activities when caring for children within a safe environment by producing a model of decorations that would be used at the party. The model presents a consistent theme with at least seven decorations. | 7-8 |
| Excellent planning of engaging activities when caring for children within a safe environment by producing a model of decorations that would be used at the party. The model presents a consistent theme with at least six decorations. | 6-7 |
| Sound planning of engaging activities when caring for children within a safe environment by producing a model of decorations that would be used at the party. The model presents a mostly consistent theme with at least five decorations. | 4-5 |
| Basic planning of engaging activities when caring for children within a safe environment by producing a model of decorations that would be used at the party. The model presents a somewhat consistent theme with at least 4 decorations. | 2-3 |
| Limited planning of engaging activities when caring for children within a safe environment by producing a model with 2-3 decorations that would be used at the party. | 0-1 |

| 2. Invitation | Marks |
|---|-------|
| Outstanding planning of engaging activities when caring for children within a safe environment by producing an invitation to be handed out to guests of the party. The invitation has ALL of the following: address, name of child, date of party, RSVP date, theme, space to write who is invited and is visually pleasing | 4 |
| Excellent planning of engaging activities when caring for children within a safe environment by producing an invitation to be handed out to guests of the party. The invitation has ALL of the following: address, name of child, date of party, RSVP date, theme and space to write who is invited | 3 |
| Sound planning of engaging activities when caring for children within a safe environment by producing an invitation to be handed out to guests of the party. The invitation has MOST of the following: address, name of child, date of party, RSVP date, theme and space to write who is invited | 2 |
| Limited to basic planning of engaging activities when caring for children within a safe environment by producing an invitation to be handed out to guests of the party. The invitation has SOME of the following: address, name of child, date of party, RSVP date, theme and space to write who is invited | 0-1 |

| 3. Menu | Marks |
|--|-------|
| Outstanding description of the factors that affect the health and wellbeing of the child by producing a menu that meets ALL special food requirements of the guest list. The menu includes detailed descriptions of ALL the special food requirements, their impact on the child and explains which foods are appropriate for these guests | 5 |
| Excellent description of the factors that affect the health and wellbeing of the child by producing a menu that meets ALL special food requirements of the guest list. The menu includes detailed descriptions of ALL the special food requirements, their impact on the child and explains which foods are appropriate for these guests | 4 |
| Sound description of the factors that affect the health and wellbeing of the child by producing a menu that meets MOST special food requirements of the guest list. The menu includes descriptions of MOST of the special food requirements AND/OR explains which foods are appropriate for these guests | 3 |
| Basic description of the factors that affect the health and wellbeing of the child by | |

| | |
|--|---|
| producing a menu that meets SOME special food requirements of the guest list. The menu includes descriptions of SOME of the special food requirements AND/OR explains which foods are appropriate for these guests | 2 |
| Limited description of the factors that affect the health and wellbeing of the child by producing a basic menu that has no clear links to the guest list | 1 |

| 4. Original Cake Design | Marks |
|---|-------|
| <p>Presents, to an outstanding level, an original birthday cake design which represents the party theme, through the inclusion of:</p> <ul style="list-style-type: none"> • An extremely creative and detailed drawing of your original cake design • Clear, detailed and accurate labels, identifying <i>all</i> the different decorations and elements of the cake design • Drawing completed in full colour with clear, neat outlines | 5 |
| <p>Presents, to an excellent level, an original birthday cake design which represents the party theme, through the inclusion of:</p> <ul style="list-style-type: none"> • A very creative drawing of your original cake design • Labels, identifying most of the different decorations and elements of the cake design • Drawing completed in full colour with clear, neat outlines | 4 |
| <p>Presents, to a sound level, an original birthday cake design which represents the party theme, through the inclusion of:</p> <ul style="list-style-type: none"> • A creative drawing of your original cake design • Labels, identifying most of the different decorations and elements of the cake design • Drawing completed in colour | 3 |
| <p>Presents, to a basic level, an original birthday cake design which represents the party theme, through the inclusion of:</p> <ul style="list-style-type: none"> • A drawing or sketch of your cake design which may or may not be original • Labels, identifying the different decorations or elements of the cake design may be missing. • Drawing partially coloured or only line drawn | 2 |
| <p>Presents, to a limited level, an original birthday cake design which represents the party theme, through the inclusion of:</p> <ul style="list-style-type: none"> • A drawing or sketch of your cake design which may or may not be original • Drawing partially coloured or only line drawn | 1 |

| 5. Games | Marks |
|--|-------|
| Outstanding planning of engaging activities when caring for children within a safe environment by describing TWO games that will be played at the party including a detailed description of how the game is played, detailed list of equipment and detailed explanation of how the game promotes positive behaviour. | 5 |
| High planning of engaging activities when caring for children within a safe environment by describing TWO games that will be played at the party including a description of how the game is played, list of equipment and an explanation of how the game promotes positive behaviour. | 4 |
| Sound planning of engaging activities when caring for children within a safe environment by describing TWO games that will be played at the party including a description of how the game is played AND/OR list of equipment AND/OR an explanation of how the game promotes positive behaviour. | 3 |
| Basic planning of engaging activities when caring for children within a safe environment by describing one game that will be played at the party including a description of how the game is played AND/OR list of equipment AND/OR an explanation of how the game promotes positive behaviour. | 2 |

| | |
|---|---|
| Limited planning of engaging activities when caring for children within a safe environment by listing game(s) that will be played at the party. | 1 |
|---|---|

| 6. Costings | Marks |
|---|-------|
| Includes an extensively accurate and detailed price list of expenditure on decorations, ingredients/food, venue, and games. | 5 |
| Includes a thoroughly accurate and detailed price list of expenditure on decorations, ingredients/food, venue, and games. | 4 |
| Includes a mostly accurate and complete price list of expenditure on decorations, ingredients/food, venue, and games. | 3 |
| Includes a basic price list of some expenditure on decorations, ingredients/food, venue, and games. | 2 |
| Includes a limited price list of expenditure on a few decorations, ingredients/food, venue, or games. | 1 |

| 7. Timeline | Marks |
|---|-------|
| Includes an extensively detailed and realistic timeline of when planned activities need to occur for efficient running of the birthday party. Demonstrates outstanding decision making skills to meet all required criteria to an excellent standard. | 3 |
| Includes a sound timeline of when planned activities need to occur for satisfactory running of the birthday party. Demonstrates effective decision making skills to meet most required criteria to sound standard. | 2 |
| Includes a basic timeline of when planned activities need to occur for the birthday party to proceed. Demonstrates basic decision making skills to meet some required criteria. | 1 |

Feedback

Overall Mark /35