

## Crutches 4 Kids: Toolkit for School Crutch Drives

Thank you for hosting a crutch drive at your school. Together we can transform lives through the gift of mobility! Below is a guide to help you plan your crutch drive.

### **Week 1: Pick and Date and Get Permission**

- Pick a date about one month in advance to prepare and build hype around the crutch drive
- Complete the crutch drive registration form, which can be found [online](#)
- Get permission from your school using the attached registration form and agree on a place to collect and store crutches
- Let Student Council and clubs know the date of the crutch drive and recruit student and staff volunteers to help you

### **Weeks 2 and 3: Build the Hype**

- Get everyone excited by:
  - Emailing students, parents, alumni, and friends about the crutch drive with a link to [crutches4kids.org](http://crutches4kids.org)
  - Post creative flyers around your school and town
  - Advertise the crutch drive during school announcements
  - Post announcements and pictures to your Facebook, LinkedIn, and Pinterest accounts
  - Put an ad in the school newsletter
  - Post videos and pictures of your preparations to the Crutches 4 Kids [Facebook](#) page

### **Weeks 4, 5, and 6: Collect your Crutches**

- Collect crutches in the assigned locations at your school
- Keep everyone updated on how many crutches you collected
- Continue to promote the crutch drive
- Take pictures of the collection process and post to your social media accounts
- Remember to be creative and have fun!

### **Week 7: Prepare the Crutches for Shipment**

- Send us an email at [info@crutches4kids.org](mailto:info@crutches4kids.org) with the number of crutches you collected
- We will send you Crutches 4 Kids stickers to be placed on each crutch
- Pair the crutches with two 14-inch zip-ties (also known as cable-ties; purchase on Amazon)
- Contact us to arrange a time to drop off the crutches

### ***Want to increase the number of crutches collected - be creative!***

- Partner with local hospitals, doctors, physical therapy offices, health clinics, and fire departments
- Make sure your crutch collection location is in an accessible area
- Reach out to other schools in your community - and even have a crutch drive competition!
- Plan your crutch drive around a large school event like homecoming

Remember to share your inspiring stories, pictures, and testimonials with Crutches 4 Kids so that we can post them on our [website](#), [Twitter](#), [Facebook](#) page! Send all materials to [info@crutches4kids.org](mailto:info@crutches4kids.org)