

PAD Pack Party Leaders Guide



First, a heartfelt thank you for your willingness to host and organise a PAD Pack Party (PPP) & helping to end Period Poverty

The purpose of this document is to support you in running a PPP as efficiently and effectively as possible.

AMOR Europe is a church-based charity registered in the UK, operating in developing countries around the world. Our number one value is knowing God. One way to get to know Him is through His word, the Bible. Amor is grounded in Micah 6:8 (a book in the Bible), “What the Lord requires of you is to act justly, love mercy and walk humbly with your God.” What does this mean today? We seek to address injustice, for example Period Poverty, by showing mercy to those trapped in it, giving them a hand up and doing it for God’s glory, lifting His name high, not ours.

One of the Branches of Amor is called PURE. PURE has several health-based interventions that raise families, children, girls, and women out of various forms of health-based poverty. One of these is PURE Amor Dignity (PAD), which seeks to raise women/girls out of Period Poverty.

One of the ways we do this is through the production of lovingly made washable, reusable safe PAD Packs. Each pack will last one girls 12 months. The packs made in the UK are walked in to developing countries and given to girls trapped in Period Poverty.

The contents of the document:

- Section 1: Before the PPP
- Section 2: The Day of the PPP
- Section 3: After the PPP
- Section 4: Appendix

Please take your time with each individual task. The PPP is about quality not quantity and it’s also a time for friendship, and sharing with one another, so enjoy!

BEFORE THE PPP

If AMOR is not joining you on the day, so you are running the PPP yourself, you will need several things ahead of the day.

Find a suitable large, bright, and warm room with a good number of tables and chairs. Along with an overhead projector screen, or TV, or large monitor.

An average party size is around 12 - 15 people. Less is OK, more is better if you have the space. All genders welcome.

You'll need people to stencil, cut out, pin together and sew, someone to make teas & coffees is a "nice to have."

Make the stencils, using thick cardboard ASAP, at least two weeks before the PPP. Use the online templates available at www.amoreurope.org/pad. These can be found at the bottom of the landing page under '**Additional Resources,**' then click on '**PAD Templates.**'

Print the instructions, sample of what the finished item should like and bloopers (Please see '**Appendix**' of this document. Once printed add the corresponding sheets with the correct stencils, pens, and pins all in an A4 plastic wallet, so keeping it together.

The '**Material's Handout**' in the '**Appendix**' will help to ensure you obtain the correct and usable type of materials. For example, only 100% natural cotton for the top layer of the PAD, NO plain white materials for any of the elements.

In order for the sewers to familiarise themselves before the PPP, direct them to the '**How to sew a PAD**' and '**How to Sew a PAD Holder**' videos on the Amor web site at www.amoreurope.org/pad. These can be found at the bottom of the landing page under '**Additional Resources.**' Also, have these videos accessible for the sewers on the day via laptop, or smartphone.

It would be advisable to fund raise up to £100 to fund pins, black marker pens, ribbon for the drawstring bags, waterproof layer, two pairs of dress making scissors. Of course, it would be great if you can make an appeal and have these items donated. But, in the absence of donations, £100 should cover it. Again, if AMOR is present, they may well bring all of these items, so no fundraising is needed.

The following items are needed on the day. Should you need to buy any of the following material, or accessories, these options have proven to be reliable:

- **Waterproof bottom layer**, which is called PUL and can be ordered from UK Fabrics. If you use the discount code **RWANDAPUL499** you will get it for £4.99. You need to buy the colour red to access the discount.

<https://ukfabricsonline.com/lightweight-waterproof-breathable-stretch-pul-fabric>

- **Transparent A4 popper wallets, pack of 10**. One wallet needed for each workstation:

www.amazon.co.uk/dp/B09B3SV5NK?ref=ppx_pop_dt_b_asin_title&th=1

- **Pins**, 1200 pieces Sewing Pins (1.57inch)

www.amazon.co.uk/dp/B0885XCRLK?psc=1&ref=ppx_pop_dt_b_asin_title

- **Black permanent markers, pack of 6**. Two packs.

www.amazon.co.uk/dp/B08HYZXQKH?ref=ppx_pop_dt_b_asin_title&th=1

Ribbon for the draw string bag

Good quality dress making scissors are expensive, your sewers should have sets they will need, plus maybe more that you could borrow. You will need at least 4 pairs, once each for the cutting out stations, plus pairs for the sewers.

Professional dress making scissors. Fiskars Professional 25cm scissors are a good option. Other brands are available. It is important to have good quality scissors, the scissors typically used at home are usually not sufficient.

What you need on the day:

- Two extension leads, plus two multi plug extensions (minimum 4 way). These are for the sewers to plug in their machines.
- Paper to cover the tables, a roll of wallpaper is ideal, including lining paper. You can pick a roll of damaged paper up for less than £5 from a shop. If you explain what it's for, they may well give it to you for free.
- Sellotape to stick the paper to the tables.
- Plenty of sharp sewing scissors (ask the sewers to bring theirs named)
- Stencils from www.amoreurope.org/pad
- Pins
- Materials - waterproof fabric, brushed cotton, towel and cotton for PAD Holder and bags
- Sewing cotton
- Instructions in plastic wallets
- Samples of pad & holder before sewn
- Marker pens for stencilling
- A playlist and speaker to play background music.
- Preassembled pads, holders, and bags, to enable the sewers to start.
- Bags for sewers to take sewing home.
- Demo PAD pack.
- Laptop with presentation loaded, or access to prerecorded video at www.amoreurope.org/pad then scroll down to '**Additional Resources**' at bottom of screen, you'll find the '**PAD Pack Party Introductory Video**' The video is approx. 18 minutes, and includes sound, so a TV, or Bluetooth speaker is needed
- HDMI cable to connect to tv, monitor, overhead projector.
- Name badges (sticky laser labels/marker pen)
- Printed form in '**Appendix:**'
 - **WhatsApp consent form** - Form for consent to use their personal data for WhatsApp Group and Amor Europe updates.
 - '**Material Taken**' form.
 - '**Gift Aid**' form
- Bloopers to show easy mistakes to avoid, in the '**Appendix.**'
- Tea, coffee, milk, sugar, and biscuits/cakes
- Two bin bags for the waste materials
- Vacuum cleaner for tidying up afterwards.

THE DAY OF THE PPP - PREPERATION

Workstations

This will depend on number of people present. Seats are required for each person. The following numbers are proven to be an effective for 15+ people:

Sewers

Long table dependent upon how many sewers there are. This table doesn't need to be covered with paper.

Place tables close to electric point(s) to prevent trailing wires. One, or two extension leads, plus one, or two 4-way extensions is advisable to ensure you have enough electric points.

Cutters & Stenciler

Top Layer (Flannelette/brushed cotton (Please do not use white material))

One table, up to three people. Cover the table with paper to protect from marker pen ink. You will need:

- One person stencilling the rectangle shape multiple times on the material.
- One person cutting out the rectangle shapes.
- One person stencilling the pad shape onto the rectangle.

Middle Layer - Towel

One table, up to three people. Cover the table with paper to protect from marker pen ink.

Easiest way to cut towel into rectangles is a roller cutter on a mat. If not available scissors. Please do not use the seemed edges of the towel, or any part of the towel that has been pressed flat when manufactured, as there is no absorbency. You will need:

- One, or two people stencilling the rectangle multiple times on each towel.
- One, or two people cutting out.

Bottom Layer - Waterproof fabric

One table, two people. Cover the table with paper to protect the table from marker pen ink.

You will need:

- One person to stencil the rectangle on either side of the material.
- One person to cut out.

PAD Holders – Natural material as colourful as possible. Try to find holders and oval ends that complement one another.

One table, up to three people. Cover the table with paper to protect from marker pen ink.

You will need:

- One-person stencilling the holder
- One person stencilling the oval ends.
- One, or two people cutting out.

Pinner

A table to pin together the PADs and the PAD Holders – ideally next to those cutting them out. Please take your time and ensure each layer is squarely sat on top of the others before pinning. Please do not place any pins 'inside' the stencil marked PAD.

You will need:

- One person pinning PADs, one person pinning holders.
- Pass them in piles to the sewers.

Place the packs already prepared on each workstation. The instructions, sample of what the finished item should like, bloopers (Please see '**Appendix**' for printing), stencils, pens, and pins all in a plastic wallet and place on the different workstations of each of the elements. Stressing they must read carefully before launching into any action.

If possible, try to ensure you assign a person who is experienced and has a good understanding of what to do on each table.

It's very helpful to put the corresponding materials and activity together (under the table so it's not cluttering your working area and causing a trip hazard)

Have a container to give people the opportunity to donate. Highlighting that all proceeds contribute to the continuation of the project in terms of waterproof fabric, pens, pins, and underwear.

Prepare teas and coffees, refreshments.

Prepare the audio/visual ready to play the PPP Introductory video, test sound.

THE DAY OF THE PPP – RUNNING THE PARTY

Open in prayer

Run the Introductory PPP video, which runs for approx. 18 minutes.

1). Following the video, please mention the following forms:

- **WhatsApp consent form**, which will be passed around later for anyone wanting to be added to the Group WhatsApp and receive AMOR Europe updates.
- Donations to maintain continuation of PPPs. Two options, cash in container provided, or online at www.amoreurope.org/support-us Scroll down to '**donate**', then click on '**nature of support**', and then select '**PURE**' from the drop down box. Donors can also tick Gift Aid there too. Anyone that donates cash can complete a '**Gift Aid**' form.
- **Materials taken Form** – for sewers to take material away to track who has taken what and how many.

2). Then mention:

- Anyone that has brought their own scissors, ensure they're marked, so they are not accidentally taken by someone else.
- Sewers to watch, '**How to make a PAD**' and '**How to make a PAD Holder**' videos.
- Direct the teams, the Cutters, Stencilers and Pinnerers to their workstations and ask them to carefully read the instruction pack before they start anything.

Throughout the day take plenty of pictures and short videos, of each of the stages, for example setting up, people arriving, the work taking place at each workstation, packing up and leaving. This makes a great resource for a compilation of the day. Try to get a picture of the whole team, this is great for the Team WhatsApp Group.

At the end of the PPP, please:

- Thank everyone for coming.
- Aske each team to ensure they pack all the items back into the plastic wallets.
- Ensure all forms are completed.
- One last mention about donations
- Pray.

Leave the premises tidy and clean, as you found them.

AFTER THE PPP

1. Set up your WhatsApp group to include all those who completed the '**Consent form.**' Add Jane Savage 07780 138774. Use the team picture taken at the PPP. Call the group after the town/church of the PPP, plus PAD, for example Glasgow PAD. Send Jane Savage a clear photo/scanned copy of the consent form. Then for data protection purposes destroy the consent form.
2. Once your Group is set up, thank everyone for attending and post some numbers of what you've cut and sewn to encourage everyone. Also good to include some fun pictures, and if possible, a short (1-2 minute) compilation video of your PPP.

Use the '**Materials Taken Form,**' to keep a record of who has taken what elements and quantities of each.

Update the WhatsApp group on notable events, for example when sewing comes back, when more is taken, when more cutting is ready. When the expedition happens Jane will share a few pictures, or even a short video of the distribution.

Agree a good time to plan your next PPP, continue to collect material and recruit more volunteers. Word will spread fast and from our experience God will multiply.

APPENDIX

MATERIALS HANDOUT



500 million women/girls in the world live in period poverty.

We are planning to take 150 PAD Packs to Rwanda in July & create a sustainable micro business to produce PAD Packs there.

To make 150 packs we need your help to make 150 drawstring bags, 300 Pad Holders, 900 Pads & 300 Pairs of pants

Can you help?

If you'd like to donate towards pants, please contact me on my number below.

Material needed:

- 1) Towels (for the absorbent layer of the PAD)
- 2) Cotton (for the pad holder). Patterned/plain/multi-coloured, just not plain white)
- 3) Patterned cotton (for the draw-string bag). Bright & flowery.
- 4) Flannelette/brushed cotton for the top layer of the PAD (flannelette shirts/pyjamas/sheets/duvet cover)



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PRINTING THE INSTRUCTIONS

All PAD stencils are available to download at www.amoreurope.org/PAD
Click on Additional Resources

PAD STENCILLING AND CUTTING

FLANNELETE/BRUSHED COTTON - TOP LAYER

1. Draw around the rectangular stencil with a black marker pen.
2. Carefully cut along the outline
3. Place the pad stencil shape in the middle of your rectangle and draw round the perimeter with the black marker pen.



**Please take your time, the PAD Pack Party is about quality not quantity,
and time for friendship, and sharing with one another.**

PAD STENCILLING AND CUTTING

TOWEL – Centre Layer

1. Draw around the rectangular stencil with a black marker pen - ENSURE the rectangle is plain towelling, no ribbon, or patterns to be included.
2. Carefully cut along the outline



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PAD STENCILLING AND CUTTING

WATERPROOF FABRIC – Bottom Layer

This is expensive so please ensure as little waste as possible!

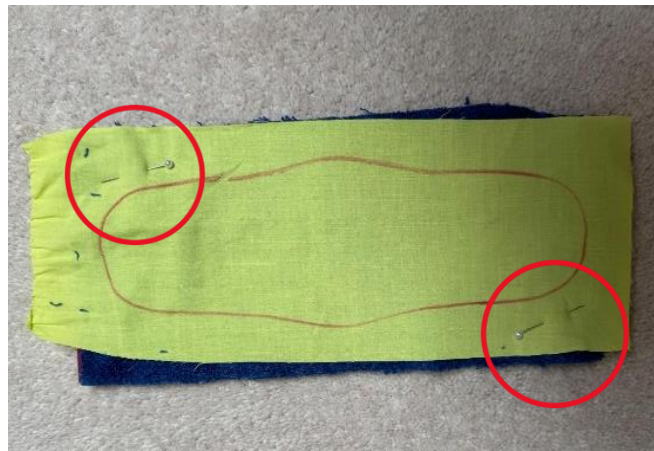
1. Draw around the rectangular stencil with a marker pen.
2. Carefully cut along the outline



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PAD: PINNING THE PAD TOGETHER

1. Place the Waterproof Fabric layer dull side up (shiny side down)
2. Place a layer of towel over the top.
3. Place a layer of cotton with the pad stencil outline on the top facing upwards.
4. Please ensure layers are placed squarely on top of one another, so all three layers are incorporated into each PAD.
5. Pin together ensuring the two pins are OUTSIDE the pad stencil shape, so as not to puncture the waterproof layer, and so rendering it useless. Place each pin in diagonal corners.



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DRAWSTRING BAG STENCILLING AND CUTTING

1. Place two pieces of fabric (right sides together). Lay flat and smooth out any folds or creases.
2. Draw around the bag stencil with a black marker pen.
3. Place three pins up each side and one in the middle at the bottom.
4. Carefully cut along the outline
5. Mark your fabric with the black marker pen 5cm and 7cm down from the top, see below in red circles. Using the example from the stencil. Take care to make this exact as it will form the channel for the drawstring chord.
6. After sewing, thread the draw string/ribbon.



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BLOOPERS



Pinner, ensure layers are placed squarely on top of one another not like the picture above.



Pinner - Do not put pins inside the pad stencil like the picture above



Pad Stencilling, do not cut round the pad shape like the picture above, leave as a rectangle.



Sewers, ensure the stencil line is followed.

GIFT AID FORM

DECLARATION

Please tick one (select one)

- the enclosed gift as eligible for Gift Aid;amount = £
- OR any gifts of money that I make today and in future as eligible for Gift Aid;
- OR any gifts of money that I have made in the past four years, and that I make today, and in the future as eligible for Gift Aid.

I confirm that I am a UK taxpayer. I understand that if I pay less Income Tax and / or Capital Gains Tax than the amount of Gift Aid reclaimed on all my charitable donations for each tax year then it is my responsibility to pay any difference in tax.

DONOR DETAILS

Name		
Address		
Postcode		

giftaid it

Name:	Sign:	Date:

Please notify **Amor Europe** if you:

NOTES

- no longer pay sufficient tax on your income and / or capital gains;
- want to cancel this declaration at any time;
- change your name or your home address.

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Basic rate tax is currently 20%, which allows charities to reclaim 25 pence for every £1 you donate. Your address is needed to identify you as a current UK taxpayer.

