



# Silent Auction Frequently Asked Questions

## How do I set up a Silent Auction?

The same as you would any art exhibition at your school. Just make sure there is room for the bidding sheet on a stand/table/clipboard with a pen, in front of the art work and it is labelled correctly.

## Should I have a special exhibition evening to open the silent auction?

This is a great way to create community spirit through creativity and fundraising! Having students there to speak about their art work and answer questions, is a wonderful opportunity for them to talk about their creative process and what art means to them. This also means that the community are more likely to bid if the pupils are present and they feel specially invited to celebrate. Depending on your turn out, you may decide that this will be the only evening that you will have the Silent Auction, rather than over a few days or a week. With the Art Bytes public vote starting on 1st April, this is also a great opportunity to also encourage your community to vote! Also an interesting opportunity to see if your highest bidder actually received the most votes for the school!

## Is a silent auction more suitable for Year 9 rather than Year 5 pupils?

Not necessarily, as this depends on your approach to teaching resilience as part of the curriculum. It is inevitable that some pupils, regardless of their age, may feel disheartened or disappointed when they do not raise as much money or receive fewer bids, compared to others. How you teach resilience and developing well-being in your school is crucial in giving pupils the tools to be able to emotionally succeed in many situations. Understanding why you are having a silent auction, is often a great way to start and with charitable giving or school funds being the end goal (as well as participating in Art Bytes next year), this gives a focus to look beyond one's self and fundraising for the greater good.

If your school is interested in finding out more about a whole school approach to resilience, or just want to find resources to help develop resilience, please do check out the Kent Resilience Hub <https://kentresiliencehub.org.uk/schools/>

## **Should I set a minimum bid for each of the art works and prescribe bidding increments?**

This is often a wonderful way to set the benchmark that each art work is initially worth the same amount and that you are looking to raise a minimum amount. This amount can vary greatly between schools and age groups and could be as little as £2 or £3, to as much as £20! Then, it is up to the bidders to decide what they would like to bid on top of that to have the art work in their chosen space! Setting bidding increments of a minimum of £1 (or higher) is a much easier way for bidders to make sensible bids.

## **Should I only allow bidders over the age of 18?**

It should be an adult or responsible person who is bidding. In secondary school, it may be an older sibling who is bidding on their younger siblings art work. If this is the case, simply recommend that they speak with you first.

## **How do I announce the winning bidders and collect the money?**

Firstly, ensure that the contact details on the bidding sheets are written clearly, so that you can contact the winning bidders, as well as announce on the website who they are. For collecting payments, there are a few options, depending on your school's financial organisation. You can ask the bidders to pay the school directly, preferably into a proxy account created specifically for this event, that you will be able to track the deposits and withdraw from at the end of each academic year. Or, if your school reception or Bursar's office is able to accept cash payments, you could ask them to collect payments at specific times during the day.

