



Notes for the organiser

How to run Big Number Natter sessions

for National Numeracy Day 2022

Hello! Thank you for joining The Big Number Natter for National Numeracy Day 2022. We're delighted that you will be holding sessions in your organisation. We have provided two options below for your activity – a Big Number Natter session (more than 15 mins) or a Quick Number Natter (less than 15 mins).

Firstly, choose which type of conversation suits your organisation or teams.

Option 1: Hold a Big Number Natter session, or sessions (more than 15 minutes)

Length: 15 mins-30 mins, or to suit your available timeframes

How to: Use the ['Join the conversation: Your Number Natter session slides'](#) deck included in your toolkit to run an organised session for your whole organisation or within teams or groups. See the step-by-step guide on the following pages to help you create a successful and fun session.

The sessions are designed to work without the need for prior preparation, but to help make it as quick and easy as possible you may like to read the below notes to accompany the slide deck.

Option 2: Have a Quick Number Natter (less than 15 minutes)

Length: 5-15 mins

How to: You can ask everyone in your organisation to have a quick number natter at any point during the day using the [Quick Number Natter talking points](#) in your toolkit.

For example people can:

- Add The Big Number Natter as an agenda item or AOB to an existing meeting or session.
- Spark short, informal conversations during a coffee break, in the staff room or at the water cooler!
- Start an internal comm thread posting responses to the talking points.



A step-by-step guide Organising your Big Number Natter sessions

The notes below will support you to run Number Natter sessions using [‘Join the conversation: Your Number Natter session slides’](#) deck included in your toolkit

1. When and where:

Set a time and location for your Big Number Natter session. This could be in real life, in your office or organisational setting, or virtually via Microsoft Teams or Zoom etc.

Sessions can be held at any time in May, but with a focus on National Numeracy Day, 18 May.

2. Tell people it’s happening and what to expect:

Send calendar invites for your specific session(s) to the participants.

Suggested invitation to copy and paste below, or feel free to use your own words.

You are invited to **[insert organisation name]’s Big Number Natter for National Numeracy Day!**

This May, to mark National Numeracy Day, we will be taking part in the first ever nationwide conversation about numbers. We are joining hundreds of organisations across the UK, bringing our people together to have a natter about numbers. We will not be doing maths in this session. The idea is to make talking about maths a little less scary and to make improving numeracy a little easier.

Whether you love it or loathe it, everyone has something to say about maths! No matter how you feel about maths - we want to hear your story!

Join us at **[insert time, date and place / link]**

3. Promote the event in advance:

Whether you are working in real life or virtually, use the spaces you have to promote the session(s). There is a Number Natter session poster in your toolkit. You can add it to real or virtual noticeboards and internal newsletters etc. Just insert the correct date/time and room/join link/ details. You can use this poster to make room signs on the day too. Reassure everyone that these are sessions for everyone – not just those who like working with numbers – and they don’t involve doing any maths!

4. Preparing for your sessions

The sessions are designed to work without prior preparation, you can just use the [slides](#) to guide you and your team through. But you might like to do the following in advance, especially if you know that you have colleagues who are anxious about maths.

- Read through the [slides](#) so you feel familiar
- Find out how to talk about numbers: You might find it helpful to [read our tips for talking about maths, written by Beth Barnes](#), Senior Training Officer at National Numeracy. This can help you be aware of everybody’s needs.



5. Tips to remember during your session

- Ask questions and listen to the answers
- Acknowledge that everybody's thoughts are valid, whether they are positive or negative about numbers
- Be patient and kind

6. After the session

You will see a series of 'next step' suggestions on the slides. Please encourage your people to

- **Visit** the National Numeracy Day hubs to get loads more free resources for themselves and their families
- **Encourage** everyone to have a go at The National Numeracy Challenge to boost their number skills.

Suggested follow up email to copy and paste below, or feel free to use your own words.

Thank You for joining our Big Number Natter session

There were lots of great experiences and perspectives shared, I hope you found the conversation interesting and useful.

National Numeracy Day isn't over yet! As mentioned in the session below are some great ways you can continue to get involved in the campaign and help you and your family feel good about numbers,

1) Join the wider Big Number Natter conversation

The story behind your lucky number, tips for bagging a bargain, calculations in your career or helping kids with homework...love it or loathe it, add your perspective to the wider conversation.

Use the [Ideas for Number Nattering on social media sheet](#) if you need inspiration.

In teams or on your own, share your Big Number Natter video stories, written posts, photos on:

- Our intranet [\[Add link to conversation/channel or more information\]](#).
- On social media using #Bignumbernatter. Don't forget to tag us so we can share your fantastic contributions. [\[Add your orgs social media handles\]](#)

2) Visit the National Numeracy Day hub and get loads of free, helpful resources for adults and children.

[\[Please use your trackable campaign page link shared with you by email\]](#)

3) Have a go at The National Numeracy Challenge. Anyone over 13 years can check your numeracy and start improving in 10 minutes, on your mobile or any device, any time, anywhere. Sign up here

[\[Please use your trackable Challenge link shared with you by email\]](#)



7. Share your Big Number Natter stories, video clips or images

- **Inside your organisation:** Share your Big Number Natters via the organisation's intranet, newsletter, Yammer or other networks – use video clips, written stories, photos, created in teams or individually.
- **Outside your organisation:** Join the wider conversation – share videos on your social media channels, using #BigNumberNatter.

8. List of your Big Number Natter Resources

- 1) This how-to guide
- 2) [‘Join the conversation: Your Number Natter session slides’](#) – for sessions 15-30 mins
- 3) [Quick Number Natter talking points](#) – for less formal conversations less than 15 mins
- 4) Big Number Natter poster (see your toolkit) – to promote your sessions
- 5) [Find out how to talk about numbers](#) – our tips for talking about maths, written by Beth Barnes, Senior Training Officer at National Numeracy.
- 6) [Ideas for Number Nattering on social media](#) – as part of your session follow up comms.

