

## Working as a volunteer in a charity shop – Unit 3

### Activities/Worksheets pack

#### Worksheet 5

What happens to donations that come to the shop?

Put the following in the correct order (write a number in the first column).

	The staff sort the donations.
	The staff put the donations on the shop floor.
	A member of the public brings in a donation.
	The staff price the donations.
	If the shop cannot sell the donation, the staff send it for recycling. The staff clean the donations they are going to sell.

## Working as a volunteer in a charity shop – Unit 3

**Writing**

You work in a charity shop. Your manager has asked you to write a note for Murat, a new volunteer, explaining what happens to donations.

*Hi Murat*

*This is what happens when \_\_\_\_\_  
\_\_\_\_\_. First, we  
\_\_\_\_\_. If we  
can't sell the \_\_\_\_\_, we send \_\_\_\_\_  
\_\_\_\_\_. If we can sell  
them, we make sure \_\_\_\_\_  
\_\_\_\_\_. If it's clothes, we have to  
\_\_\_\_\_. Then we \_\_\_\_\_.  
Finally, we \_\_\_\_\_.*



**Working as a volunteer in a charity shop – Unit 3**
**Worksheet 6**

What happens to donations that come to the shop?

Put the following in the correct order (write a number in the first column).

	The staff sort the donations.
	The staff put the donations on the shop floor.
	A member of the public brings in a donation.
	The staff price the donations.
	If the shop cannot sell the donation, the staff send it for recycling. The staff clean the donations they are going to sell.

## Working as a volunteer in a charity shop – Unit 3

**Writing**

You work in a charity shop. Your manager has asked you to write a note for Murat, a new volunteer, explaining what happens to donations.

*Hi Murat*

*This is what happens when somebody comes in with \_\_\_\_\_. First, we take them to the back room, where we \_\_\_\_ them. If we can't sell the items, we send them away for \_\_\_\_\_. If we can sell them, we make sure everything is \_\_\_\_\_. If it's clothes, we have to steam them. Then we \_\_\_\_\_ the items. Finally, we put them out on the \_\_\_\_\_.*

## Working as a volunteer in a charity shop – Unit 3

**Model answers to worksheets 5 and 6****Writing**

*Hi Murat*

*This is what happens when somebody comes in with donations. First, we take them to the back room, where we sort them. If we can't sell the items, we send them away for recycling. If we can sell them, we make sure everything is clean. If it's clothes, we have to steam them. Then we price the items. Finally, we put them out on the shop floor.*

