

# *Tea Rota*

## **Week Tea maker**

- 1 Martin & Sue
- 2 John & Helen
- 3 Maggie & Jane
- 4 Marion and John
- 5 Dave
- 6 Chris
- 7 Andy

Take home the red crate, red bag and flask plus the attendance clip board

Use any milk left over at home.

Wash the four spare mugs and spoons as required and keep the bag tidy.

Check the supplies and buy more milk and biscuits, as required, using tea money.

Update the attendance clip board with a new sheet dated for the task the next week.

If you find you are unable to make tea when you are due to, please would you arrange a swap.