

Promotion team

Your challenge: plan how you will spread the word and encourage people to take part in the clothes swap.

- ▶ Design posters with key information (date, time, location) – make them clear and eye-catching.
- ▶ Write a short script for an assembly announcement or newsletter.
- ▶ Plan how you will share the information (e.g. visiting classes, making reminder slips).
- ▶ Think of a catchy slogan to encourage people to join in.
- ▶ Create a checklist of what needs to be done on the event day to promote the swap.

Bonus challenge: come up with a fun way to explain why clothes swaps help the environment.

Collection team

Your challenge: plan how clothes will be collected and organised before the event.

- ▶ Decide where the donation drop-off point will be and how clothes will be collected. Make a list of categories for sorting clothes (e.g. tops, trousers, dresses).
- ▶ Create labels for bags or boxes to keep donations organised.
- ▶ Plan how you will keep track of how many items are donated.
- ▶ Write a set of simple guidelines to tell people what kinds of clothes they should bring.

Bonus challenge: think of a fair way to make sure everyone gets a chance to swap for something they like.

Display team

Your challenge: plan how the clothes will be displayed so the swap is easy to navigate.

- ▶ Sketch a layout of how tables, rails, and signs could be set up.
- ▶ Decide how clothes will be sorted (e.g. by size, type, colour).
- ▶ Make signs to help people find what they need.
- ▶ Think about how to stop things from getting messy during the event.
- ▶ List any materials you will need to set up the display (e.g. hangers, tables, boxes).

Bonus challenge: think of a creative way to make the swap feel special, like themed sections or a display area.

Swap helpers

Your challenge: plan how you will help people at the event and keep the swap running smoothly.

- ▶ Make a step-by-step plan for how people will swap clothes fairly.
- ▶ Write a short guide on how you will welcome and help people.
- ▶ Plan how to organise the flow of people so it does not get too crowded.
- ▶ Think about common questions people might ask and how you will answer them.
- ▶ Create a simple set of “swap rules” to display at the event.

Bonus challenge: plan a fun way to make swapping enjoyable, like a ‘style challenge’ or fashion show moment.

Quality control and recycling team

Your challenge: plan how to check clothes before the swap and decide what to do with any leftovers.

- ▶ Write a simple checklist for checking clothes (e.g. clean, good condition, no holes).
- ▶ Plan what to do with clothes that are not suitable for swapping.
- ▶ Research local charities or recycling schemes that could take leftover clothes.
- ▶ Make a small poster or fact sheet about why reusing and recycling clothes is important.
- ▶ List any equipment you will need on the day (e.g., bags for charity donations).

Bonus challenge: find out how long different fabrics take to decompose in landfill. Share your findings with the class.

Record-keeping team

Your challenge: plan how you will track the swap and collect feedback.

- ▶ Design a simple record sheet for tracking donations and swaps.
- ▶ Plan how to make sure swapping is fair for everyone.
- ▶ Think of three key questions you could ask people after the event to find out what went well.
- ▶ Make a checklist of things you will need to record on the event day.
- ▶ Plan how you will share the results of the swap (e.g. a class poster, presentation).

Bonus challenge: estimate how many items might be saved from landfill by running this event.