

Making and Labelling Knitted Teddies

1. Knit and assemble using the standard pattern on the website.
2. Give teddies to Branch Leader for labelling and completion of certification slip (one per batch). Labels and slips available from the office. The labels are “stick-on” and can be conveniently placed on the seat of a teddy.
3. Send labelled teddies to distribution point and completed certification slips to the office.
4. If receivers have asked that labels be removed, these can be attached to clean sheet of A4 paper, date it and mark the receiver of the teddies. Send to the office. Prisons and hospitals are among the organisations asking for teddies without labels. Mary Sumner House have agreed to this procedure so that the mission of providing teddies for children can continue with the minimum of complication.
5. Labelling Codes – The following codes are for branches where teddies have been knitted previously.
St. Paul’s Blackheath BIR001, St. Mary & St. Margaret Castle Bromwich BIR002, St. Alphege Solihull BIR003, St. John Knowle BIR004, St. Peter & St. Paul Water Orton BIR005, St. Peter Maney BIR006. Other branches – please ask the office for a new code.

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