

### Job Description of Squash/Cake Reps

- 1) Look after cups, jugs and squash and make sure they come to every Tuesday class by the break time (8.30)
- 2) Fill up the jugs with water at beginning of break
- 3) Tidy up after class
- 4) Wash cups and jugs for next time
- 5) Organize people (2 works well) to bring cakes for each Tuesday class (weeks 1-7). We've found it works to do the first week, and then organize the following 6 weeks.
- 6) Email reminders to cake providers the weekend before class.