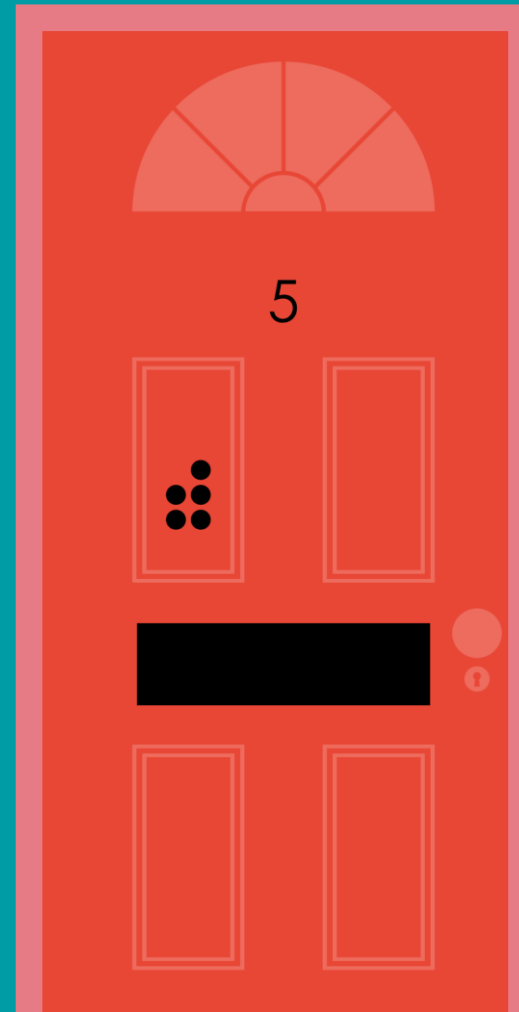


Sorting Office Maths Challenge

What happens when
you send a letter?

Key words: sorting office and delivery office.



Supported by



What does a letter need?

Every letter should have these four things on the envelope before it can be sent.

1. A name
2. An address
3. A postcode
4. A postage stamp.



What is a stamp?

Stamps prove that the sender has paid for postage.

For a faster delivery you can pay more for a first class stamp.



Sending a letter



The sender can put stamped letters in a **post box** to wait for collection.

Or letters can be stamped and sent for delivery at a **post office**

What happens next?

At the end of each day
the mail is collected
by a postal worker
and taken to a local
sorting office.



The sorting office

At the sorting office letters that are going to a similar area are grouped together.



The mail is transported



The sorted mail is loaded into lorries and transported to the delivery office closest to their destinations.

The delivery office

Early each morning at the **delivery office**, the postal workers will sort the mail into the order that they will be **delivered**.



The mail is delivered



The postal workers follow their **delivery round** taking all the letters to the **address** on the **envelopes**.

Help your Postie, by using your best handwriting when you post a letter.

Let's look back at the steps.

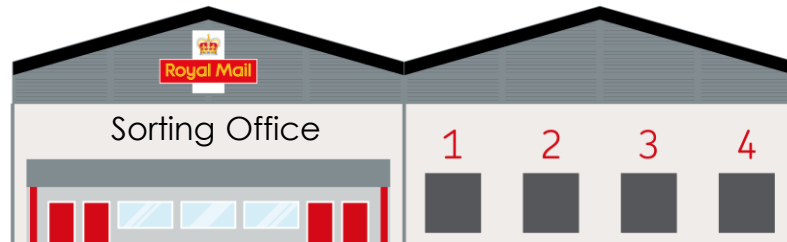
STEP 1

A letter is put into a post box.



STEP 2

The post is collected and driven to the nearest sorting office.



STEP 3

At the sorting office the mail is sorted into groups.



STEP 4

The groups of mail are transported to the correct delivery offices.

STEP 5

At the delivery office mail is put into the delivery order.



STEP 6

The mail is ready for delivery.