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4.1 Listen to two teachers talking about preparations for sports day at their school. Which things has the woman already done?

School sports day – things to do

- 1 wash team vests
- 2 buy winners' medals
- 3 write team lists
- 4 find sacks for jumping race
- 5 send email to parents
- 6 check sound system
- 7 ask Mr Granger to cut the grass

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