

1

Lost and found

What you will do

You will listen to information about things that have been lost and found. You will also read some simple texts and write some sentences about them.



Listening and speaking

Skill

- Listening for details and following instructions
- Speaking clearly

Skill code

SLlr/E1.1, 2, 3
SLc/E1.1, 4

Reading and writing

Skill

- Reading simple sentences
- Reading a short text
- Reading common words
- Writing a simple sentence
- Recording information in writing
- Spelling common words

Skill code

Rs/E1.1
Rt/E1.1; Rt/E1.2
Rw/E1.1
Ws/E1.1, 2
Wt/E1.1
Ww/E1.1, 3

Project work

At the end of this unit, you will be able to read and write sentences about items that have been lost or found. You will be able to listen for information in announcements and spell words that are important to you.

Watch out!

Activity A • Reading

Talk in your group about robberies in the news.

15th July

Police warn ‘Watch your money’, as the holiday season starts

Picking pockets is an old crime. Pickpockets can steal a lot of money. Pickpockets are fast. They can take your money and papers in a few seconds. It is very hard to get your things back. By the time you find out, the pickpocket has gone. Be warned. Keep your money safe.



Sentences start with a capital letter and end with a full stop.

It is very hard to get your things back.

1 Put circles around the capital letters and full stops.

Activity B • Reading

Read this report of a robbery.

Add capital letters and full stops to this report. There should be six sentences.

On Friday I went to the bank i got twenty pounds. a man
was next to me he saw me put the cash into my bag he
bumped into me he grabbed my bag

Sentences

Sentences start with a **capital letter** and end with a **full stop**.

Sentences must make sense.

Activity C • Reading

Your teacher will give you a set of word cards for each sentence. Move the words around to make sense.

1 last was Asha robbed week.

.....



2 station. the went She police to

.....



3 told police. the She

.....



4 bank video. had a The

.....



5 The arrested man. police a

.....



Activity D • Writing

Use the word cards to make your own sentences.

Are there any words you cannot spell?

Work out ways to remember them. Ask your teacher to check your spellings.

Learn the words with the 'Look, Say, Cover, Write, Check' method.

Word bank

police station video
lock steal money
pickpocket arrested

Reporting a loss



Activity A • Listening and speaking

Asha is at the police station. She is reporting her lost bag.

Asha wants to tell the police officer what happened in a clear way.

Listen to the audio clip. Follow what Asha said in the text.



On Friday I went to the bank to get some cash. I took twenty pounds out. A man was standing next to me, waiting to get some money. He saw me put the money in my bag. As I walked out of the bank, he bumped into me. He grabbed my bag and ran away with it.

Are there any words you do not know?

Look at the word and break it into letters.

bank = b – a – n – k

Try another way. Find words inside words.

You can find the word 'her' or 'here' in 't – here'.

You can find 'ash' in 'cash' = 'c – ash'.

You can find words that rhyme with 'b – ank'.

You can spell 'sank', 'pr – ank', 'th – ank'.

Word bank

cash Friday bank
stolen police officer
money

Activity B • Writing

Write your report about a stolen item.

- 1 Think about what you want to say.
- 2 Choose words from the word bank.
- 3 Put your words on cards and move them around to make sentences.
- 4 Write in your own words what happened.

Activity C • Speaking

You are reporting a robbery to the police. Practise asking and answering questions with another person in your group.



When were you robbed?



Where were you robbed?



Did you see anyone?



What did they look like?

Activity D • Speaking

When you report a loss, you need to be very clear.

Remember to:

- repeat difficult information
- check the person understands.

In your groups, discuss why these are important. Can you think of any more ideas to add to the list?

Use your report from Activity B. Report the loss clearly.

Word bank

When? Where?
What? Why?
report lost

Lost and found

Activity A • Speaking and writing

The picture shows Anne getting onto the bus.

What else could you say about the picture?

For example, **she is holding a parcel.**

What can you say about the picture?

Your teacher will write your ideas on the board.



Activity B • Writing

Look at these six pictures. They tell a story.

Write a sentence about each picture. Use words in the word bank to help you.

Word bank

bus parcel carry
 carrying pick



Anne is paying the bus driver.



Anne sits down



A parcel has fallen



.....



.....



.....

If there are any words you cannot spell, write down as much of the word as you can. Ask your teacher to check the word. Learn the word with the 'Look, Say, Cover, Write, Check' method.

Activity C • Writing

Look at these pictures. They tell the next part of the story.

Discuss what is happening in each picture.

Write a sentence about each picture.



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.....

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.....

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.....

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.....

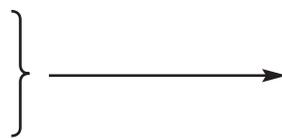
.....
.....

Activity D • Writing

We can write sentences to follow each other to make a story.

- Anne is trying to get on the bus.
- She is holding a parcel.
- She has lots of bags.
- She is finding it hard to get everything on the bus.

Write your sentences together to make your own story about the pictures.



Anne is trying to get on the bus. She is holding a parcel. She has lots of bags. She is finding it hard to get on the bus.

Remember

Sentences start with capital letters and end with full stops.

What to do



Activity A • Reading and listening

Sentences that tell you what to do are called instructions.

These instructions tell you how to keep a bike safe.

Listen to them first. Then listen and follow each word in the sentences below.

- 1 Keep your bike in a safe place when you are not using it.
- 2 Mark your bike with an address or postcode.
- 3 Write down the serial number of your bike.
- 4 Lock your bike to something solid like a cycle rack.
- 5 Leave your bike with lots of other bikes.

Are there any words that you cannot read?

Can you read part of the word? For example, find the **lid** in 'solid' and dress in 'address'.

Split a longer word into letter sounds to work out what the word is.

Word bank

bike	cycle	address
postcode	safe	place
instruction	something	

Activity B • Reading

Find the instruction to match the picture. Write the number in the box.



Lost!

Ben has lost his mother and father in the supermarket.



Activity A • Listening

Listen to the descriptions of Ben and find the mistakes in the picture.



Activity B • Reading

Some words are very important because they help us to remember the details.

These are called key words.

Read this sentence from the audio script. The words in red are key words.

Ben is about **six** years old.

Read these sentences from the audio script. Underline the key words.

The first one has been done for you.

- 1 Ben has lost his mother and father.
- 2 He has black hair.
- 3 He is wearing black trousers.
- 4 He is wearing a white t-shirt.
- 5 He is holding a black sports bag.

Activity C • Speaking and listening

Listen to the audio clip and look at the picture.

- 1 Choose a picture.
- 2 Write down some key words about it.
- 3 Talk about your picture to other learners. Can they pick out the picture?



Activity D • Listening and writing

Ahmed has to use key words to record all the lost items found in a store.

Listen to the phone call. His manager is reporting a lost sports bag. Fill in the key words.

SHOPQUICK LTD **LOST AND FOUND**

Item:

Where was it found?:

.....

When was it found?:

.....

Date:

Word bank	
property	form
sportsbag	please
brand new	paid
found	counter
meat	item

Activity E • Writing

You have left an item in a shop. Write down what you will need to say to report the loss.

In a pickle!

Activity A • Speaking and reading

Look at the newspaper article in Activity B. Read the headline and look at the picture.

What do you think the story is about?



Activity B • Reading and listening

Find these words in the text.

hero owner reward stolen police arrested

Do you know these words? If you do not know them, can you work them out?

Listen to the text and follow the words as your teacher reads.

In a pickle!

PICKLES WAS A HERO IN 1966. He was the dog who found the World Cup! In 1966 the World Cup took place in England. The cup was stolen and the final match was going to be played without the cup. The police arrested a man, but they could not find the cup. A copy of the cup was made. A dog called Pickles found the cup in a bush in London. His owner received a reward of £5,000 for finding the cup.



Writing your own sentences

Activity A • Writing

Use the pictures below to help you write about Pickles. You can change the story about Pickles to make it as funny as you like.



What did we win?

England won the World Cup



Did anyone see anything?

.....
.....



What shall we do?

.....
.....



Where is the cup?

.....
.....



What have you found?

.....
.....



Were they pleased?

.....
.....

- 1 In pairs look at each picture. Answer the question under each picture.
- 2 Write a sentence for each picture.
- 3 Use your own words, words from the story and the word banks.
- 4 Put the words you want to use onto cards. Move the words around to make sentences.



Spelling

Activity A

One way to help to spell words is to break them into sounds.

b – u – s = bus **b – a – g = bag**

Say these words to yourself. Break them into sounds and practise writing them.

got cup had dog put ran

When you put the two letters 's' and 'h' together, they make the sound 'sh'.

To spell the word 'shop' we take the sounds **sh – o – p = shop**.

Say these words to yourself. Break them into sounds and practise writing them.

Asha cash push show

Activity B

Letter patterns

Some letters written together make one sound. Looking for letter patterns can help you to spell. Look at these words with the sound 'cl' at the start.

clinic **cl**ip **cl**ass

Look at these words with the sound 'mp' at the end.

ju**mp** lu**mp** bu**mp**

- 1 Look at the word banks in this unit.
- 2 Find the words that use the sounds 'st', 'nd', 'ck' and 'sh'.
- 3 Write the words next to the letter pattern.

st	
-nd	
-ck	
-sh	



Activity C

If you know how to spell one word, you can use this to help you to spell others.

If you can spell 'make', all you need to do is change one letter and you can spell words like:

bake cake fake lake rake sake take wake

Write some words that sound like each of these words:

call

back

tell

Activity D

To spell words, you need to remember all the letters in the right order. The 'Look, Say, Cover, Write, Check' method can help you to spell words.

From your own writing find words you want to learn to spell.

Look, Say, Cover, Write, Check

Look at the word. Think about how you will remember it.

Say it to yourself.

Cover the word.

Write it down.

Check it letter by letter.

If it is correct, go on to the next word.

If it is not, try again.

Repeat the 'Look, Say, Cover, Write, Check' method.

Ask your teacher to check if you can spell the word a week later.



Integrated skills

You need to give personal details if something gets lost.

You may need to include your name, address and telephone number.

Key words

It is much easier to give details about what happened if you make a note of some key words.

- Sports bag
- Lost in food hall
- Near the meat counter

Use the bullet points to note key words about something you might lose.

-
-
-
-
-

Writing sentences

You may want to put an advert in a local shop.

Use your key words to help you write some sentences.

Read what you have written to your teacher.

Reporting a loss

In pairs, practise reporting a lost item and writing down the important information.





Check it

Sentences

Write this text again. Add capital letters and full stops in the right places.

helen has lost her ring she took it off to work in the garden she put it on the garden table the phone rang she ran into the house when she came back it had gone she is very upset.

.....
.....
.....
.....
.....



Writing sentences

Write a sentence about each picture. Put the sentences together to make a short story.

.....
.....
.....
.....
.....



Key words

Underline or highlight the key words in each sentence.

Check your sentences. Have you put in all the capital letters and full stops? When you have checked it, ask your teacher to check it too.



How am I doing?

Look back to the skills listed on page 1 and complete the sentences below.

I am confident with

I need more practice with



Answers

Page 2 Activity B

On Friday I went to the bank. I got twenty pounds.
A man was next to me. He saw me put the cash into my bag. He bumped into me. He grabbed my bag.

Page 3 Activity C

- 1 Asha was robbed last week. / Was Asha robbed last week?
- 2 She went to the police station.
- 3 She told the police.
- 4 The bank had a video.
- 5 The police arrested a man.

Page 8 Activity A

From left to right: 3, 2, 1, 5, 4

Page 9 Activity A

Mistakes are:

Blond hair, brown eyes, blue jeans, tee-shirt has no picture on it and trainers are not new.

Page 9 Activity B

- 1 Ben, lost, mother, father
- 2 black hair
- 3 black trousers
- 4 white t-shirt
- 5 black sports bag

Page 10 Activity D

Item: Black sports bag
Where was it found? Meat counter in food hall
When was it found? 10 o'clock
Date: 5th November

Page 13 Activity B

st steal, station, stolen, lost
-nd brand, found
-ck lock, pick
-sh cash, pushchair

Page 16 Activity A

Helen has lost her ring. She took it off to work in the garden. She put it on the garden table. The phone rang. She ran into the house. When she came back it had gone. She is very upset.



Audio scripts

Page 4 Activity A Audio script 1

On Friday I went to the bank to get some cash. I took ten pounds out. A man was standing next to me, waiting to get some money. He saw me put the money in my bag. As I walked out of the bank, he bumped into me. He grabbed my bag and ran away with it.

Page 8 Activity A Audio script 2

- 1 Keep your bike in a safe place when you are not using it.
- 2 Mark your bike with an address or postcode.
- 3 Write down the serial number of your bike.
- 4 Lock your bike to something solid like a cycle rack.
- 5 Leave your bike with lots of other bikes.

Page 9 Activity A Audio script 3

This is a customer services announcement. Could the parents of Ben please come to the manager's office? Ben has lost his mother and father. He was found near the meat counter. Ben is about six years old. He has black hair. He is wearing smart black trousers and a white tee-shirt with a picture on it. He is also wearing very new trainers. He is carrying a black sports bag.

Page 10 Activity C Audio script 4

I saw a man walking quickly round the side of the building. I didn't think it was important at the time. What drew my attention to him was he seemed to be trying to pull his coat over something shiny. It wasn't until I heard the news that I thought it could have been the same man trying to cover the World Cup with his coat. The man was about thirty-five and he was wearing a dark coat. He wasn't very tall. I could see he had blond hair as it was sticking out from under a blue woollen hat.

Page 10 Activity D Audio script 5

- Manager: Ahmed, could you fill in a lost property form for this sports bag, please?
- Ahmed: Of course, hang on while I find a form. OK, where was it found?
- Manager: In the food hall. Someone put it down while they paid and forgot to pick it up. It is a black bag and it looks brand new.
- Ahmed: What a shame, somebody will be looking for this.
- Manager: It was left about 10 o'clock this morning. It was left in the food hall, by the meat counter.
- Ahmed: So it was 10 o'clock this morning, found by the meat counter in the food hall and it is a sports bag?
- Manager: Yes, spot on.
- Ahmed: What is the date today?
- Manager: It's the 5th November.
- Ahmed: Right, 5th November, 10 o'clock, sports bag, in the food hall, near the meat counter. I have written it all down.

Page 11 Activity B Audio script 6

In a pickle!

PICKLES WAS A HERO IN 1966. He was the dog who found the World Cup! In 1966 the World Cup took place in England. The cup was stolen and the final match was going to be played without the cup. The police arrested a man, but they could not find the cup. A copy of the cup was made. A dog called Pickles found the cup in a bush in London. His owner received a reward of £5,000 for finding the cup.

Appendices

Appendix A

Page 3 Activity C

1 last was Asha
robbed week.

2 station. went She police
the to

3 told police. the She

4 bank video. had a The

5 The arrested man. police a

Extra words and blank boxes for your own words.

		steal	pickpocket
	money	lock	station

Appendix B

Page 10 Activity C

