

Step-by-step guide to making a set of...

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Festive Placecards

Complete with
space for a sweet
or party popper

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You will need:

Coloured felt (catalogue no. 209637 or 209338)

Coloured or metallic card (catalogue no. 814101 or 204486)

Pipecleaners (catalogue no. 204450 or 204151)

Glue (e.g. Power Pritt Gel, catalogue no. 701702)

Colouring pens

You can also use:

Pom-poms (catalogue no. 209314)

Nylon net (catalogue no. 209039)

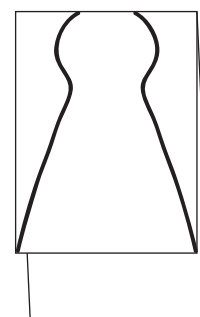
Coloured yarn (catalogue no. 209053)

Sequins (catalogue no. 209003 or 209704)

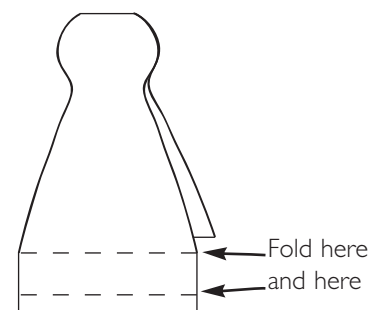
These festive placecards are all begun in the same way and can be easily adapted for birthday parties and other special meal occasions.

1 Begin by making the base of each character: Take a strip of card, approximately 5 x 22cm, and fold it widthwise leaving one side about 4cm longer than the other.

2 Turn the folded card over so that the shorter side is on the top and, without cutting completely through the fold at the top, cut out the outline of a head and body as shown in the diagram. Tip: you may find it easier to sketch out the rough shape before cutting.



3 Turn back over so that the longer side is on top. Fold the bottom 4cm up at 90 degrees so that the two sides are equal length, and fold a small portion up again to form a lip so that the figure appears to have an open-ended tray in front of it.



4 Glue the two sides of the head together. This helps the place holder to stand up and prevents it from doing the splits!

5 Use sticky tape to attach a length of pipecleaner under the head, between the sides of the body. You can stick cardboard or paper hands to the arms if you wish. Tip: you may want to fold a little of the pipe cleaner back on itself to provide a stable base for the hands to stick to.

6 Decorate the body of your figure to make it look like a festive character. We have chosen Santa, a fairy and snowmen but there are endless possibilities – how about an elf, a robin, Mrs Christmas, a shepherd, a king, or a reindeer? Use a variety of craft materials to create your design – felt, material, wool, sequins, buttons... anything really!

7 When you have finished decorating, write the name of the person whose place this will mark on the folded-up tab at the front.

8 You can put a sweet on the tray in front of the figure and the pipe cleaner arms could hold a party popper or party blower. The perfect addition to your festive table.



For further advice on completing this project, please contact Sandra Herbert in the Marketing and Information Team at sandra.herbert@hants.gov.uk