



# BACK TO SCHOOL CHECKLIST

## 2 MONTHS BEFORE SCHOOL STARTS

- Make appointment for a physical exam. Bring school forms.
- Check that all immunizations and vaccinations are up to date.
- Talk to your child about what sports or extra curricular activities they want to be involved with in the coming year.
- Establish a Family Calendar in a common area that will be used to track all scheduled activities for each family member.
- Clear out closets of all school clothes that no longer fit or are worn out. Donate usable items to charity. Dispose of the rest.
- Make sure your child(ren) are enrolled in their school. Check to see if there are any registration requirements to complete.
- Encourage your child to read for enjoyment during summer.
- Play games or puzzles to keep cognitive skills active.

## 1 MONTH BEFORE SCHOOL STARTS

- Make sure your home computer is equipped for studying. Internet access, an e-mail account, and a printer are basic essentials. Be sure you have word processing software, too.
- Visit the school website. Look for schedules, supplies lists, handbooks and other information to help get ready for the first day. Download or print all important information.
- Have your child try on their school clothes. Decide what new items are needed. Begin shopping for these items.
- Sign up for sports and other extra curricular activities. Find out if uniforms or equipment need to be purchased.
- Determine transportation needs. Set up carpooling or after-school transportation arrangements.

## 2 WEEKS BEFORE SCHOOL STARTS

- Attend any open houses or “meet-the-teacher” events. Make sure your child(ren) know their teachers. Discuss any special considerations you may have with their teachers, and get course guidelines and supplies lists for each class.
- Contact the school nurse with any health concerns. Review all medications and provide emergency contact information.

- Purchase school supplies based on the lists from teachers.
- Make sure your child has a good backpack. Replace if worn out. Put identification information on the inside.
- Add name tags to coats, hats, gloves, shoes, sports or band uniforms and equipment.
- Fill out any forms that need to be turned in.

## 1 WEEK BEFORE SCHOOL STARTS

- Review transportation plans with your child(ren). Walk to the bus stop, or take the route to school ahead of time. Make note of the time needed and establish a “leave home” time.
- Pack backpack with school supplies. Check against teachers’ lists to make sure you have everything.
- Begin sending child(ren) to bed at school-day times.
- Identify school lunch plans. Arrange for payment of school lunches, or prepare a list of bag lunch items to purchase. Make sure a lunch box or appropriate container is available.
- Review after-school rules and transportation arrangements with child(ren). Verify plans with any after-school caretakers.
- Add all scheduled events to the Family Calendar.

## BEFORE THE FIRST DAY OF SCHOOL

- Choose clothes for the first day and set them out.
- Check backpack to see if all supplies are packed.
- Prepare and pack lunch the night before school starts
- Review the schedule for the first day with your child(ren)
- Talk with your child about any after-school arrangements.
- Put child(ren) to bed early enough for a good night’s rest.
- Get student(s) up in plenty of time to be ready the first day.
- Prepare a good breakfast the morning that school starts.
- Be enthusiastic about school starting. Send child(ren) off to school in a positive mood, excited about the new year.