

# KIDS' **CHECKLIST**

#### MORNING



Pack backpack using backpack checklist



Check the "What do I need to take to class tomorrow" portion of your planner

### AT SCHOOL



Take out your planner and the materials you need at the start of each class/subject



Use a launch kit if you are using one



As soon as you get your homework, write it in your planner



Write down what materials will be needed to finish your assignments as soon as you it is assigned



Put your papers in their home right away



Put other objects (pencils, materials needed for homework) in their home right away



Look at your backpack checklist and make sure you have everything you need

### AFTER SCHOOL



🥌 🔘 Create your Afternoon Pattern



Look at your planner and long term calendar to make your pattern



For any long term assignments/projects assigned today, use the task planning checklist to plan out what needs to be done



When it is time for homework, follow your homework plan



Complete weeding out of backpack and folders (can be done daily up to 1x week)



Complete "Check it out"



# PARENTS' CHECKLIST

# **MORNING**



Give a friendly reminder for the backpack checklist



Give a friendly reminder for checking what needs to be brought to class tomorrow

# AFTER SCHOOL



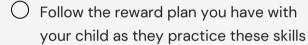
Transfer any long term assignments assigned today to the long term calendar



 Give a friendly reminder for checking what needs to be brought to class tomorrow



Give a friendly reminder and help if needed for weeding out papers



# **TERMS**



## HOMEWORK PLAN

- When should your homework be completed
- Where should your homework be completed?
- What else can your child do? Is music okay? Texting? Emailing? Multiple tabs open on the computer?
- What if your child has questions?

### TASK PLANNING

A checklist that helps you break down bigger goals into steps, and take action toward each step

- What steps do you need to do?
- What stuff do you need?
- How long will each step take?
- What is the order?
- Add steps to your long term calendar

### AFTERNOON PATTERN

- A custom schedule created each day that includes what needs to be done from after school to dinner time. This schedule should include:
- Assignments (check the planner and the calendar)
- Activities (sports, hobbies, clubs, playdates, etc)
- And routines to keep everyone in the family healthy and on track (enough time for sleep, meals and physical activity)