



# Back-To-School Checklist

Community Outreach Resource Network

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## FIRST STEPS

- \_ Call the school district with questions about your child's school
- \_ Find out what day classes start and what time your child should arrive
- \_ Enroll your child (if she is not already registered from the previous year)
- \_ Fill out emergency contact sheets and any other required forms

## CHECK MEDICAL REQUIREMENTS

- \_ Make sure your child has all required immunizations
- \_ Schedule a physical exam for your child if needed to participate in school activities
- \_ Get your child's vision checked before school starts if he is due for an exam
- \_ Notify the principal's office, the school nurse, and your child's teachers about any health problems or medications

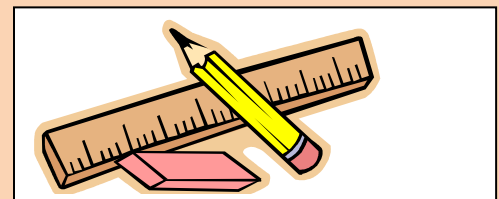


## PLAN HEALTHY MEALS

- \_ Have nutritious food on hand for breakfast and after-school snacks
- \_ Find out how much school breakfasts and lunches cost
- \_ Find out whether snacks and drinks are available at school or can be brought from home
- \_ Ask where to obtain weekly school lunch menus
- \_ Alert school staff if your child has a severe food allergy

## ARRANGE TRANSPORTATION

- \_ Practice getting to school with your child
  - BUS: Make sure she knows where and when to be picked up before and after school
  - BICYCLE: Review road safety and make sure he/she has a helmet
  - ON FOOT: Walk the route together and review pedestrian safety guidelines
- \_ Arrange a carpool if necessary and introduce your child to the other adults and children
- \_ Compile contact information of parents who can pick up your child in an emergency



## **STOCK UP ON SCHOOL SUPPLIES**

- \_ Check the school website or call for a list of required supplies
- \_ Find out whether students will store supplies at school or bring them home each day
- \_ Buy a backpack or bag to carry daily items
- \_ Review the school dress code
- \_ Buy school uniforms and gym clothes, if necessary

## **LEARN ABOUT THE SCHOOL**

- \_ Find out whether the teacher prefers to communicate by phone, e-mail, or written note
- \_ Know what your child is expected to learn in her/his grade level
- \_ Familiarize yourself with the information on the school website
- \_ Note the phone numbers for checking school closures or reporting absences
- \_ Find out the procedure for taking your child out of school early
- \_ Read the school handbook and make sure your child understands the rules
- \_ Review the school's federal "report card"

## **PLAN TO BE INVOLVED**

- \_ Mark school events on the family calendar
- \_ Attend the back-to-school program
- \_ Schedule and attend parent-teacher conferences
- \_ Meet leaders of the parent-teacher

## **MAKE AFTER-SCHOOL PLANS**

- \_ Arrange child care or after-school activities
- \_ Choose extracurricular activities carefully to avoid overscheduling
- \_ Make sure your child knows where to go after school each day

## **HELP YOUR CHILD PREPARE FOR SCHOOL**

- \_ Arrange for your child to play with others in his age group before classes start
- \_ Discuss your child's feelings about starting school and talk over any concerns
- \_ Talk with your child about her daily school schedule
- \_ Talk about peer pressure with your child
- \_ Have your child memorize your home address and home and work phone numbers
- \_ Tour the school with your child so she can find her classrooms, the restrooms, and the cafeteria
- \_ Arrange a time for you and your child to meet his new teachers

## **LAY THE GROUND RULES**

- \_ Establish a firm bedtime before school starts
- \_ Determine where and when your child will do homework
- \_ Figure out a plan for balancing homework and play time
- \_ Set rules for the time spent on TV, video games, and computer use for non-school projects

