



TIPS

Back-to-School Planning Checklist

This Planning Checklist will help you get prepared for the upcoming school year, while setting in place positive routines to make each day run smoother.

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Our School Year Checklist can be used to not only help organize your school year but help your classmates and neighbors get ready as well.

What You Will Need

Hammermill® Paper
Pen or Marker
Back-to-School Year Checklist

Let's Get Started!

Instructions for Checklist

As you begin planning for the upcoming school year, check off the list for each of the three weeks before school starts. After each week, check over the corresponding list to help ensure you didn't miss anything. Share the back-to-school planning lists with friends to help their families prepare for back-to-school.

Back-to-School Planning Checklist: 3 Week Plan

To help get the family ready for back-to-school, we have developed a 3 week plan to help you and the kids prepare for the new school year. Check off your routine as you finish the tasks.

Week 1: Supplies



- ☐ Plan back-to-school shopping by preparing a supply checklist, and determining what clothes the kids have grown out of and what they will need.
- ☐ Donate any clothes the kids have outgrown to help make space in their closets.
- ☐ Go out and shop! This way, you will have plenty of time to return anything that doesn't fit, or buy any items you forgot to buy before the new school year starts.

Week 2: Routine



- ☐ Create a routine, and have the kids go to bed earlier and wake up earlier to help them adjust their sleeping patterns before the new school year starts.
- ☐ Establish a daily reading time during the week, so reading time can turn into homework time when the kids head back to school.
- ☐ Start putting away summer toys to help kids begin to transition to a back-to-school mindset.

Week 3: Organize



- ☐ Get organized! Clutter will make back-to-school more stressful, so now is a good time to get the house in order, and organize the supplies you have purchased.
- ☐ Dedicate an area of the house to studying and homework. Put a desk in the area to help kids focus, and make sure it's away from the TV.
- ☐ Plan healthy meals for the 1st week of school. That way, you won't have to worry about what you'll be packing in lunches the night before school starts.