

The First Day Check List

- Explain classroom and school rules.
- Explain your system for classroom helpers.
- Explain your grading policy.
- Explain homework policies and your expectations.
- Discuss the use of learning centers, classroom supplies and equipment.
- Explain the procedures you wish used in collecting and passing out papers and supplies.
- Check children's lunch arrangements before lunch time.
- Check children's transportation arrangements.
- Explain cafeteria procedures and rules.
- Distribute books and materials and discuss their care.
- Issue pencils, crayons, rulers, etc.
- As a class, tour the school grounds and meet school personnel.
- Participate with the class in a "Getting to Know You" activity.
- Involve students in a creative writing assignment or student questionnaire. (This is one way to assess student's ability quickly. Save this assignment to evaluate hand-writing improvement during the school year.)
- Hold a class discussion of their expectation of the new school year.
- Discuss your discipline policies by praising good behavior and offering suggestions for improvements.
- Discuss planned field trips, classroom rewards and class parties.
- Pass out parent materials that need to be taken home. Discuss which forms need to be signed and returned to school.

