

My Daily Checklist

Before school:

1. Wake up early (use an alarm clock)!
2. Eat a healthy breakfast either at home or at school.
3. Check my planner.
4. Lunch – packed lunch / does my account have sufficient money on it?
5. Remember my school bag, with pencil case, calculator
6. Pack my books for the day and my planner.
7. Do I need my PE kit today?
8. Do I have my Oyster card (if needed)?
9. Am I attending an after school club today – let my parents know.
10. Leave home in plenty of time to get to school for 8.20am – what time is the bus?

After school:

1. Change and hang up my uniform.
2. Have a 30 minute rest with a snack and a drink.
3. Check my planner for homework and notes.
4. Complete my set homework.
5. Give letters, notes and any messages to my parents.
5. Ask my parents to check my homework and sign my diary.
6. Check timetable for the next day.
7. Empty my school bag, organise and pack bag for the next day.
8. Relax!