

# End of School Year Checklist

## At school

- Retrieve medications from school nurse.
- Check the lost and found.
- Gather coupons. Local restaurants may donate coupons to students
- Request a summer reading list.
- Review the report card, testing scores, and commentary from your child's teacher about areas that may need improvement over the summer.
- Pay all unpaid fees including cafeteria charges, rental, lost or damaged books.
- Submit Box Tops for Education and Campbell's Labels for Education.
- Return school library books, classroom textbooks, instruments, supplies, etc.
- Check the school calendar. When is the last day of school, graduation, or awards ceremony?
- Attend the end of the year program or graduation.
- Thank the teachers and staff (Teacher Appreciation day is not the only time to thank teachers.).
- Help your child maintain continuity by gathering contact information for your child's school friends to use for play dates and activities during the summer.

## At home

- Grocery shop. I have less food in my house during the summer than any other time of the year. The kids eat three meals plus numerous snacks.
- Research summer childcare options. (See Easy Ways to Save On Summer Childcare.)
- Corral extra supplies.
- Discuss summer rules for TV, video game, and extra curricular activities.
- Create and enjoy an end of school year tradition like having an ice cream social, sleepover, or movie festival.
- Research what your area's Parks & Recreation department is offering.
- Determine what programs your library will be hosting.
- Make a summer bucket list (See: 100 Days of Summer and Have a staycation in your city).
- Organize school records and paperwork. (See 3 Easy Ways to Avoid the School Paper Pileup and How to NOT get drowned in school papers.)
- Sign up for summer activities.

## What do I need to keep at the end of the school year?

- bookbag
- pencils
- glue
- markers
- paper
- notebook
- 3 ring binder

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