

# back to school checklist



## Stock up on School + Craft Supplies

- \* Declutter and inventory craft / homework cabinet.  
(Or set one up!)
- \* Inventory school supplies.
- \* Make a list of supplies needed for school + home.
- \* Shop for supplies.
- \* Label and pack school supplies.
- \* Load and organize craft / homework cabinet.
- \* Order new backpacks.
- \* Make new backpack tags.

## Declutter the Bedrooms

- \* Clear out old books and make space on the bookshelves for new books and reading materials.
- \* Try on clothes to see what still fits your child.
- \* Make lists of clothing needed for school, weekends, and special activities such as fall sports teams and outings.
- \* Set a day to go shopping and in the meantime, keep your eyes open for sale fliers and coupons.
- \* Shop for clothes and shoes.
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## Update or Set Up a Family Message Center

- \* Set up message center (if needed).
- \* Update the family calendar.
- \* Update (or set up) a family reference binder.
- \* Carve out a spot for incoming school papers.

## Declutter (or set up!) a Lunch Center

- \* Create a spot in the pantry and the fridge for lunch-making supplies.
- \* Create some lunch box notes!
- \* Check lunch-boxes and food storage containers.
- \* Purchase new lunch-boxes and reusable food containers (if needed.)
- \* Create a list of lunch ideas.

## Take Care of Business

- \* Make appointments for hair cuts, dentist, doctor, etc.
- \* Register for fall activities such as sports teams, music, art lessons, and other classes.
- \* Ease into earlier bed times for the school year by gradually moving back bedtime.
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For more information about the projects mentioned on this checklist visit

[http://creativeorganizing.typepad.com/creative\\_organizing/2011/07/back-to-school-organizing-tips-free-printable-checklist.html](http://creativeorganizing.typepad.com/creative_organizing/2011/07/back-to-school-organizing-tips-free-printable-checklist.html)