



Back-to-School Countdown Checklist

from



The
Clutter Diet®

Two main themes to think about for Back-to-School:

- 1) Gathering Items, and 2) Creating Routines.

Remember, preparedness is important, but it's often that first week of actual school that is more stressful, so be ready for that too.

Countdown Checklist:

3 weeks before:

- Make sure you have a family calendar set up
- Find out orientation times, registrations, or other meetings
- Go through clothing to see what fits
- Donate what doesn't fit to Goodwill® <http://donate.goodwill.org>
- Shop Back to School clothing sales (check for State Sales Tax Holidays at http://www.taxadmin.org/fta/rate/sales_holiday.html)
- Get supplies lists from schools
- Create a family binder
- Think about an emergency plan— who to contact
- Line up carpool or other pickup/drop-off arrangements
- Make a plan for incoming paper for kids and adults—use limiting containers



2 weeks before:

- Go school shopping for supplies and clothes if not finished
- Consider bed times and wake-up times
- Make sure child care and carpool arrangements are confirmed
- Craft your routines and rules for morning, afterschool, and evening
- Think about a lunch-packing station in your kitchen
- Set up an Education Station for the kids to do homework



Weekly “Sunday” Planning:

- Calendar
- Carpool
- Cooking
- Chores
- Children

1 week before:

- Talk to kids about school to allay any fears and concerns
- Make lunch and dinner menu plans for the first two weeks
- Buy groceries in advance as possible
- Make a rotation menu for breakfasts
- Start practicing routines, esp. with younger kids
- Agree on homework times and screen time rules for after school

- Get supplies that are missing
- Adjust bedtimes and rising times gradually
- Wash all clothes
- Do a test drive to the new school at rush hour
- Practice for the bus stop or walking to school

Day before:

- Follow your evening routine

First day:

- Get up EARLY and work the plan
- Do something nice for YOU!

First week: The real work begins!

- Organize each student according to teachers' instructions
- Buy more supplies that will come up
- Put all information on calendar and in family binder
- Fill out forms and buy lunch tickets, etc.
- Make adjustments to your routines

Want more help?

Try our **FREE 7-Day Quickstart**, with an additional week of free access to our popular Clutter Diet® program that's helped thousands in eighteen countries to GET ORGANIZED!

www.clutterdiet.com/quickstart



Your Daily Routine Worksheet:



MORNING		AFTERSCHOOL		EVENING	
Task	Owner	Task	Owner	Task	Owner