

# Back to School Forms and Records

## INCLUDED IN PACKET

### EDITABLE:

- RULES & EXPECTATIONS
- FIRST DAY & WEEK PLANS
- MEET THE TEACHER INFO SHEET
- HOMEROOM LIST
- LOGS FOR TRANSPORTATION, PHONE, HAPPY CALLS HOME
- CONFERENCE DAY SIGN UP & NOTES

### OTHER FILES:

- PROCEDURES CHECKLIST
- IMPORTANT NUMBERS (LUNCH AND SCHOOL)
- TEACHER & STUDENT CONTRACT
- GETTING TO KNOW ME TRIFOLD & ACTIVITY



# EDITABLE FILES

Great for Back to School & Mid Year

Keep in tracking binder for student information to be on file.

Great for Subs to reference class information

Keep a set for emergency drills



Student Information/Parent contact

Student Name: \_\_\_\_\_

Happy Calls Home

Additional Comments

Le/FT Message Y/N

Person Contacted/ Student Name

Date

My Rules and Expectations

First Week

Week of: \_\_\_\_\_

Friday

Homeroom list

Name	Student ID	Lunch Number	F/M	Special Programs	Ethnicity

My favorite thing to do in my free time

Getting to know my classmates

Directions: Find someone in the classroom that has this trait. Write their name in the box.

Teacher Contact

Student ID: \_\_\_\_\_

Lunch Number: \_\_\_\_\_

Library Number: \_\_\_\_\_

Important Numbers

7	8	9
	0	

Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Lunch Number: \_\_\_\_\_

Library Number: \_\_\_\_\_

Important Numbers

1	2	3
4	5	6
7	8	9
	0	

Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Lunch Number: \_\_\_\_\_

Library Number: \_\_\_\_\_

Meet the teacher

My schooling

My Family

My Favorite Things

MARCY'S Hayken