

Checklist for parents School year / class: \_\_\_\_\_

Key dates in the school:

Name of the school: \_\_\_\_\_

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

Name Class teacher: \_\_\_\_\_

Telephone number of school: \_\_\_\_\_

Email school: \_\_\_\_\_

Name parent representative: \_\_\_\_\_

Phone parent representative: \_\_\_\_\_

Email parent representative: \_\_\_\_\_

As primary school/after school care center ("Hort")

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

Phone "Hort": \_\_\_\_\_

For school year:

Does the school have our current address and contact information?  Yes  No

Do I have the latest timetable of my child?  Yes  No

I have purchased all the necessary work equipment,  
the school has sent me on a list?  Yes  No

Do the gym clothes and slippers fit my child yet or  
I need to buy new ones?  Yes  No

Do I know the current consulting hours of the class teacher?  Yes  No

Knows my child the safe way to school, possibly  
also by bus and train?  Yes  No

I have my child for additional offers school  
logged (as GTA, Hort)?  Yes  No

## Checklist for Parents

I should check every day:

Have I given my child breakfast to go?

Have I given my child something to drink (Plastic bottle)?

I have placed the order for the lunch?

Or: Have I given my child lunch to go?

Has my child done all the homework?

I have checked and signed the homework book ("Hausaufgabenheft")?

I have signed all parental notifications and grades?

Is the work equipment (for example, pens, notebooks) completely and in good condition?

Are all the right books and equipment for today's lessons in the satchel?

Does the sports bag contain the necessary sportswear?

(Sneakers for indoors and outdoors, scrunchy for tying the hair)

In swimming lessons: Does my child have the most important things? (Bathing suit, bathing cap, bath towel, shower room)

In case of illness: I have reported my child sick at school?