

# The essential back to school checklist for SBMs.

## Personal Care.

- Make time for thought and reflection
- Listen to music
- Have a regular sleep every night
- Practice mindfulness
- Make time to go outdoors
- Schedule no electronics time
- Take time to do something you like
- Hydrate (8 glasses of water)

## School things to do.

- Plan activities for the first day
- Think of some fun icebreakers for new children
- Create a new seating plan
- Plan out your vision of the classroom display
- Introduce yourself to new staff, from cleaners to site management
- Label all classroom equipment, Workbooks and supplies
- Organise your desk
- Make a hand washing station
- Review the year's Syllabus
- Catch up with any new school procedures

## Other things to do.

- Outline your goals for the year
- Organise your filing centre
- Workout how you'll manage your work/life balance
- Find new easy recipes for quick and easy lunches
- Plan out your personal routine
- Head outline for new teaching ideas and strategies
- Buy a book for lunch time downtime
- The night before - get a good nights sleep!