

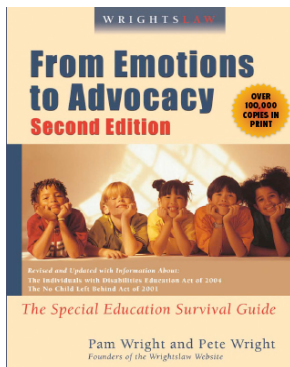
Off to a Good Start! Back to School Checklist

Things to Do	Not Yet	Done
1. As your child's case manager, make sure you have your school supplies for parents. (Binders for records, folders, notebook, contact logs, journal, etc.)		
Comments/Concerns:		
2. Make an information folder about your child for the teacher. Include a list of at least 5 important things about your child, a picture, samples of work (highlight strengths), a list strategies that seem to work well.		
Comments/Concerns:		
3. Meet with your child's teacher. Explain your child's unique needs.		
Comments/Concerns:		
4. Take your child to visit the new school or classroom before the first day of school.		
Comments/Concerns:		
5. If appropriate, plan with the teacher a day to introduce your child to the class.		
Comments/Concerns:		
6. Offer your help to the teacher. Provide your email / contact info for questions. Volunteer in the classroom or provide classroom support.		
Comments/Concerns:		
7. Read or re-read your child's IEP. Is your child's IEP SMART? Do you understand what the school agreed to provide? Do your child's teachers understand what they are to provide?		
Comments/Concerns:		
8. Provide a copy of your child's IEP to each of his teachers.		
Comments/Concerns:		
9. Solve any overt problems immediately using effective parent-teacher communication.		
Comments/Concerns:		

10. Resolve previous IEP issues before your child begins to have problems this year. If you have concerns or issues that were not resolved during the last IEP meeting, request another IEP meeting immediately.		
Comments/Concerns:		
11. Get a new assessment if necessary. Consider getting your child's skills tested very early in the school year.		
Comments/Concerns:		
12. Ask for a brief follow-up meeting with the teacher 4 or 5 weeks into the year to go over progress.		
Comments/Concerns:		
13. Attend your school's Open House.		
Comments/Concerns:		
14. Write thank you notes after meetings.		
Comments/Concerns:		
15. Record every conversation, meeting, contact with the school / teacher in your contact log.		
Comments/Concerns:		

Back-to-School Resource and Special Education Survival Guide

[Wrightslaw: From Emotions to Advocacy, 2nd Edition](#)



- Advocacy Supply List: Chapter 1
- Parent as Project Manager: Chapter 3
- Understanding the School: Chapter 4
- Your Relationship with the School: Chapter 5
- Your Child's Evaluations: Chapter 8
- Your Document Management System: Chapter 9
- SMART IEPs: Chapter 12
- Sample Contact Log and Problem Report: Chapter 22
- Sample Letters: Chapter 23 & 24
- Preparing for School Meetings: Chapter 25
- Meeting Strategies for Maintaining Control: Chapter 26

<http://www.wrightslaw.com/info/back.to.school.chklist.htm>