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TeenBasics Back-to-School Checklist

A Simple Planner for Supplies, Routines, Goals, and a Strong Start

Practical Guides

Parent Support

Build Confidence

Life Skills

Printable digital workbook for personal, family, classroom,
church youth, or mentoring use.

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How to Use This Guide

Use this checklist before the school year begins and again whenever routines get off track. It is designed to reduce stress, organize supplies, set expectations, and keep academics first. Work through it section by section with your teen rather than all at once — a 15-minute conversation over several evenings works better than one long sitting.

What Is Inside

- School Supply Checklist
- Teen Hygiene School Kit
- First Week Outfit Planner
- Morning and Evening Routine
- Academic Goals
- Homework and Study Plan
- Extracurricular & Activity Planning
- Transportation & Communication Plan
- Parent-Teen School Agreement
- Sunday Night Reset

Section 1: School Supply Checklist

Use this checklist before shopping. Start with what the school requires, then add personal organization items. Check your school's official supply list first — some teachers request specific brands or quantities, and buying against a real list prevents wasted trips and duplicate purchases.

Writing Supplies

- | | |
|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Pencils | <input type="checkbox"/> Pens |
| <input type="checkbox"/> Highlighters | <input type="checkbox"/> Erasers |
| <input type="checkbox"/> Sharpener | <input type="checkbox"/> Sticky notes |

Paper and Organization

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Notebooks | <input type="checkbox"/> Folders |
| <input type="checkbox"/> Binders | <input type="checkbox"/> Loose-leaf paper |
| <input type="checkbox"/> Dividers | <input type="checkbox"/> Index cards |
| <input type="checkbox"/> Planner | <input type="checkbox"/> Pencil pouch |

Tech and Study

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> Calculator | <input type="checkbox"/> Laptop/tablet if required |
| <input type="checkbox"/> Charger | <input type="checkbox"/> Flash drive |
| <input type="checkbox"/> Headphones | <input type="checkbox"/> Study timer |

TIP

Buy a few extras of consumables (pencils, paper, glue sticks) in August — replacing them mid-semester is more expensive and easy to forget.

Specialty & Elective Supplies

Art, science, PE, and elective classes often need items that aren't on the general list. Confirm with each teacher during the first week rather than guessing in advance.

- | | |
|---|---|
| <input type="checkbox"/> Art supplies (sketchbook, paint, etc.) | <input type="checkbox"/> PE clothes/shoes |
| <input type="checkbox"/> Lab safety goggles if required | <input type="checkbox"/> Musical instrument or supplies |
| <input type="checkbox"/> Elective-specific materials | |

Section 2: Teen Hygiene School Kit

This kit can stay in a backpack, locker, or sports bag. Choose only what is allowed by the school and appropriate for the student. A small zippered pouch keeps everything together and easy to restock.

- | | |
|---|--|
| <input type="checkbox"/> Travel deodorant | <input type="checkbox"/> Mints or gum if allowed |
| <input type="checkbox"/> Hand sanitizer | <input type="checkbox"/> Tissues |
| <input type="checkbox"/> Lip balm | <input type="checkbox"/> Lotion |
| <input type="checkbox"/> Hair ties/brush/comb | <input type="checkbox"/> Feminine care items if needed |
| <input type="checkbox"/> Small mirror | <input type="checkbox"/> Wipes |
| <input type="checkbox"/> Bandages | <input type="checkbox"/> Extra socks or undershirt if needed |

REMINDER

Set a recurring reminder to check and restock this kit on the first of every month — travel-size items run out faster than expected.

Items to Buy / Replace

Section 3: First Week Outfit Planner

Plan clothing, shoes, and weather needs before the first week starts. This reduces morning stress and prevents the 'I have nothing to wear' scramble on a day that already has enough happening.

Day	Outfit	Shoes	Weather Check	Ready?

TIP

Prepare at night when possible. A calm morning often begins the evening before — laying out an outfit takes five minutes and removes one full decision from a rushed morning.

Section 4: Morning and Evening Routine

Routines protect the school day. They help teens leave on time, remember assignments, and reduce arguments caused by last-minute rushing. Post this list somewhere visible — a mirror or the back of a bedroom door works well — until it becomes automatic.

Morning Checklist

- | | |
|--|--|
| <input type="checkbox"/> Wake up on time | <input type="checkbox"/> Hygiene |
| <input type="checkbox"/> Get dressed | <input type="checkbox"/> Eat breakfast |
| <input type="checkbox"/> Pack backpack | <input type="checkbox"/> Check assignments |
| <input type="checkbox"/> Leave on time | |

Evening Checklist

- | | |
|---|--|
| <input type="checkbox"/> Finish homework | <input type="checkbox"/> Charge devices |
| <input type="checkbox"/> Prepare clothes | <input type="checkbox"/> Pack lunch/snack |
| <input type="checkbox"/> Review tomorrow schedule | <input type="checkbox"/> Go to bed on time |

TIP

If mornings are consistently rushed, the fix is almost always the night before, not the alarm clock.

Section 5: Academic Goals

A strong school year starts with clear goals. Choose actions you can repeat, not just outcomes you hope for — 'study 20 minutes after dinner' is something you control every day; 'get an A' depends on many things you don't.

Subject	Current Challenge	Goal	Action Step

My Top 3 School-Year Priorities

Section 6: Homework and Study Plan

Homework should have a regular place and time. Phones, games, and distractions should be managed before study time begins — decide where the phone lives during homework before the first assignment, not after a week of arguing about it.

Day	Homework Time	Study Location	Big Assignments	Done?

RULE

Study before scrolling. Finish the required work before entertainment begins — this single rule prevents most homework battles.

Section 7: Extracurricular & Activity Planning

Sports, clubs, and activities build skills and friendships, but an overloaded schedule works against the school-first goal. Map out the week honestly before committing to anything new.

Activity	Day/Time	Location	Ride Needed?	Conflicts With

Questions Before Adding a New Activity

- Does this fit in the schedule without cutting into sleep or homework time?
- Who is providing transportation, and is that confirmed?
- Is there a cost — fees, uniforms, or equipment — and is it planned for?
- What happens to this activity if grades start to slip?

Section 8: Transportation & Communication Plan

Confirm how your teen gets to and from school and activities each day, and agree on how you'll reach each other if plans change.

Weekly Transportation Plan

Day	To School	From School	After-Activity Ride	Backup Plan

Communication Basics

- Phone charged and on for the school day
- Emergency contact saved in phone
- Know the school's early-release/late-start days
- Check-in text after school
- Plan for what to do if a ride is late

Section 9: Parent-Teen School Agreement

This agreement helps the parent and teen agree on expectations before problems happen.

AGREEMENT

This school year, we agree that school comes first. We will work together to create routines that support learning, rest, responsibility, and healthy independence.

- Homework expectations
- Phone use during school nights
- Bedtime
- Chores
- Grades
- Extracurricular activities
- Job or work limits
- Transportation
- Social plans

Teen Signature

Date

Parent/Guardian Signature

Date

Section 10: Sunday Night Reset

Use this checklist every Sunday or the night before school starts again. A short weekly reset prevents small problems — a missing gym uniform, an uncharged laptop — from becoming Monday-morning crises.

- | | |
|---|--|
| <input type="checkbox"/> Review weekly calendar | <input type="checkbox"/> Check assignments |
| <input type="checkbox"/> Wash/prepare clothes | <input type="checkbox"/> Pack backpack |
| <input type="checkbox"/> Charge devices | <input type="checkbox"/> Prepare lunch/snacks |
| <input type="checkbox"/> Set alarms | <input type="checkbox"/> Clean study area |
| <input type="checkbox"/> Review goals | <input type="checkbox"/> Pray, reflect, or mentally prepare for the week |

Notes for the Week Ahead
