CLASSROOM · K–2ND GRADE · CLASS JOBS · 4 OF 5

My Daily Responsibilities

Check each box when you do it. Keep this checklist on your desk or in your folder.

Name: _____ **Date:** _____



Morning

	Mon	Tue	Wed	Thu	Fri
Hang up my backpack and coat	☐	☐	☐	☐	☐
Turn in my folder	☐	☐	☐	☐	☐
Make my lunch choice	☐	☐	☐	☐	☐
Get my pencil and supplies ready	☐	☐	☐	☐	☐
Start my morning work	☐	☐	☐	☐	☐

Afternoon

	Mon	Tue	Wed	Thu	Fri
Clean up my desk	☐	☐	☐	☐	☐
Put my folder in my backpack	☐	☐	☐	☐	☐
Stack my chair	☐	☐	☐	☐	☐
Get my backpack and coat	☐	☐	☐	☐	☐
Line up quietly	☐	☐	☐	☐	☐

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