

Does your backpack contain...

Name _____

1. ___ ... your planner (or whatever you're using to write down assignments)?
2. ___ ... at least 5 pencils?
3. ___ ... at least 1 blue or black pen?
4. ___ ... binder(s) as needed for classes?
5. ___ ... blank loose-leaf paper (or spiral notebook if teacher allows)?
6. ___ ... an all purpose folder (optional)?
7. ___ ... a "to take home" folder (optional)?
8. ___ ... a folder/place for math handouts/papers?
9. ___ ... a folder/place for science handouts/papers?
10. ___ ... a folder/place for social studies handouts/papers?
11. ___ ... a folder/place for English handouts/papers?
12. ___ ... a folder/place for Spanish handouts/papers?
13. ___ ... a folder for PE/music/art/chorus/band handouts/papers?
14. ___ ... a reading book?
15. ___ ... a place for your ID card and flash drive?
16. ___ ... some graph paper (optional)?

Supplies-- recommended

17. ___ ... lead for mechanical pencils?
18. ___ ... highlighter(s)?
19. ___ ... calculator?
20. ___ ... big eraser?
21. ___ ... reinforcements?
22. ___ ... colored pencils/markers?

Supplies-- consider if needed

23. ___ ... pencil sharpener?
24. ___ ... three hole punch?
25. ___ ... scotch tape?
26. ___ ... stapler & staples
27. ___ ... scissors?
28. ___ ... pencil pouch?
29. ___ ... a ruler (6 inch/with protractor)?

Do you have a "reserve/emergency pencil" area? ___ yes ___ no

Tips for backpack maintenance:

1. Keeping up with it regularly, once a week
2. Straightening v. cleaning (see chart below)
 - 2a. Have what makes it easy ready:
 - 2a1. Recycle bin
 - 2a2. Trash can
 - 2a3. Graded paper storage system (shoebox, file, drawer, etc.)
3. Keeping graded papers
 - in case of mistakes on PIV
 - to study from

Backpack Maintenance

Straighten	Clean
<ul style="list-style-type: none"> • Trash removed • Pens/pencils in small pocket or pouch (not loose in bottom of backpack) • Loose papers placed in appropriate subject location • Check that all papers in a subject location are that subject’s papers • All papers are facing front, top side up so that they are easy to see • Replenish supplies (pencils, lead, notebook paper) 	<ul style="list-style-type: none"> • Everything under “straighten” + • Remove graded papers, store • Consider vacuuming or washing backpack
Every week	Sporadically

Tips for backpack weight reduction:

Guideline: Your backpack should not be more than 15% of your weight.

Example: If you weigh 100 pounds, your backpack should not be more than 15 pounds.

1. Step on the scale, note your weight.
2. Multiply that number by **0.15**. That’s the maximum amount your backpack should weigh.
3. Weigh your backpack. Is it under the maximum?

To reduce backpack weight, consider:

- ⇒ Just one reading book at a time
- ⇒ Consider small reductions (This is a game of ounces!)
 - Get rid of trash (including old food)
 - Store graded papers elsewhere
 - Reduce amount of supplies (2 highlighters, not 8; use classroom supplies)
- ⇒ Use a locker:
 - Store extra notebook paper in locker until needed
 - Store extra pencils (beyond 5) in locker until needed
 - Keep materials for morning classes in the morning, switch to afternoon classes at lunch