

High School Checklist for Carers

This checklist has been developed to ensure that everything has been put in place prior to the commencement of school and to ensure that the young person has a great day every day.

☐ We have met with the year level coordinator			
Name:		Contact Details:	
☐ Teacher/s have my contact details			
Young Person – I am going to touch base with:			
We are going to touch base every:			
Day ☐	Weekly ☐	Monthly ☐	Other ☐
☐ Our first catch-up is scheduled			
☐ Time and location of our catch-ups			
☐ I have gone through the About Me profile with the teacher, and we have discussed the supports and needs of my child			
Carer – I am going to touch base with:			
We are going to touch base every:			
Day ☐	Weekly ☐	Monthly ☐	Other ☐
☐ We have organised the best way to communicate with one another			
☐ Our first catch-up is organised for			
☐ I have my timetable and know my subjects and where to go for class			

☐ We have met with other support people					
Name:		Role:		Contact Details:	
Name:		Role:		Contact Details:	
Name:		Role:		Contact Details:	
Name:		Role:		Contact Details:	
Name:		Role:		Contact Details:	
☐ We have walked through the school, and I know where the canteen, library, toilets and lunch area are					
☐ We have a plan if any issues arise					
☐ We the CARE Team have a plan if any issues should arise					
☐ The school knows and is aware of my CARE Team, their roles and has all of their contact details					
☐ The school is aware of the child's relationship with their biological family and the level of involvement they will have					
☐ We have a meeting with the CARE Team scheduled to review any further plans and information					
We have everything prepared and ready to go at home Books ☐ Uniform ☐ Shoes ☐ Bag ☐ School Equipment ☐ Laptop ☐					