

# Checklist for Secondary Classroom Set Up

## Room Set Up

- Desk set-up (rows, groups)
- Bulletin boards

## Student Materials

- Backpacks
- Phones
- Turn-in basket (per class)
- Missing work / no names
- Chromebooks
- Supplies: extra pencils, scissors, paper, books, etc

## Teacher Space

- Teacher desk
- Teacher materials & supplies
- Grading & returning work