

Organization and Work Skills Checklist

For Other Health Disabilities Middle School and High School - TEACHER

Date:

Student's Name: Completed by: *Return to*

Grade:

Class:

 by

Thanks!

1) What are some of the student's strengths?

2) Compared to peers, does this student consistently complete fewer assignments within routine timelines? Yes No

If yes, is it due to an academic skill deficit? Please explain.

In yes, is it due to a lack of organization or focus? Please explain.

3) In comparison to peers, does the student demonstrate an impaired ability to follow directions? Yes No

If yes, can he/she usually follow written directions? Yes No If yes, can he/she usually follow verbal directions? Yes No If yes, can he/she usually follow the directions given to the class? Yes No If yes, can he/she usually follow multi-step directions? Yes No If yes, approximately how many individual reminders of the directions are needed for them to be followed?

4) Compared to peers, does the student demonstrate an impaired ability to initiate and complete a task assignment?

Yes No

If yes, approximately how many individual reminders are needed to start, complete and finish a task?

5) In comparison to peers, does the student exhibit diminished alertness/ attentiveness that results in impaired

abilities? (e.g, maintaining focus, sustaining effort) Yes No

6) Have you noticed the student demonstrate decreased stamina or energy levels? Yes No

If yes, do you see a difference within the times of day or days of the week?
Please explain.

7) Does this student get along socially with peers? Yes No

If no, explain further.

8) is peer acceptance impacted by this student's difficulties at school? Yes No

9) Check all accommodations that you routinely make for this student:

provide extra copies of assignments

scribing by staff for written responses provide copy of teacher's notes

extra time for assignment completion _provide guided notes

extra time to complete tests can rework missed problems / items for better grade

repeated and simplified directions shorten assignments to focus on key concepts

other: **tests** read allowed to student and allow oral responses check progress and provide feedback often in the first few minutes of assignment

10) Check all modification that you routinely make for this student:

assignments modified (changes the standard or what the assignment is supposed to measure)

tests are modified (changes the standard or what the test is supposed to measure) other:

Indicate how often you observe the student displaying the following skills / behaviors in your class. Check the box "Not Observed" if the student has not needed to (or has not had the opportunity to use that skill / behavior in your

classroom. Please use the following rating scale: **As Expected:** Student has mastered the skill or is independent performing the skill **Sometimes:** Student is Inconsistent with the skill or demonstrates some of the time

Rarely: Student rarely demonstrates the skill or needs improvement **Scores are based on student performance WITH/WITHOUT para support (choose one)**

WORK SKILLS

As Expected

sometimes

Rarely
Not Observed

1.
Listens without distracting others
2. Works without distracting others
3. Attentive during classroom instruction
4. Begins task/assignment independently
5. Follows directions given to entire class
6. Understands assignment expectations
7. Requires frequent redirection due to behaviors
8. Requires frequent redirection due to focus or lost in own thoughts
9. Routine movements and/or noises easily distract the student's focus
10. Transitions from one classroom and/or activity to another within time allotted
11. Advocates for self to clarify work requirements or meet personal needs
12. Participates actively in class discussions
13. Participates actively in small work groups
14. Produces written work that is legible and completed within timelines, without fatigue

ORGANIZATIONAL SKILLS

As Expected

Sometimes

ies

Rarely

Not Observed

1.
Has all materials needed for class
2.
Easily finds digital materials
3.
Tracks assignments / homework
- 4.

Turns in homework

5 . Able to plan and manage long-term assignments 6. Turns in assignments / materials without repeated prompting

Any additional information you would like to share?