

## Letter to Parent

Dear Parent or Caregiver,

Today I participated in my S.O.S.<sup>™</sup> Student Organizational Skills class. I learned that it is important for me to remember to bring all of the stuff I need to school every day. I learned how to make a Mental Checklist. It is a way I can remember these things on my own every day, without having to be reminded. Here are the things I need to remember to bring to school every day:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

I will do my Mental Checklist every day when I am \_\_\_\_\_ .  
(Activity)

I will make it a daily habit! You can help me by allowing me to post my Mental Checklist reminder at home.

I am working hard to improve my work habits, time management and organizational skills. For homework this week, I will read pages 126 through 129 of *The Middle School Student's Guide to Ruling the World!* I will do my Mental Checklist every morning before I leave for school.

Thank you for all you do for me every day!

Sincerely,

\_\_\_\_\_