



Class Party Checklist

- Party date with start/end times: _____
- Party activities: _____
 - Craft: _____
 - Book: _____
 - Game: _____
 - Song: _____
- Decorations: (Tablecloth, balloons, streamer): _____
- Food reminders for parents (Student food allergies? Store-bought, no candy, nut-free, etc.): _____
- Party prizes (Stickers, pencils, etc): _____
- Where should parents park/check-in? _____
- Can parent(s) take pictures and where should they share them? _____
- Will there be special guests? (Principal, mystery reader) _____
- Cleaning supplies needed? (Paper towels, table wipes, trash bags) _____
- Can parents help from home? (Make cut-outs for craft station, come up with game idea/supplies) _____
- Can younger siblings come with parent volunteers? _____
- Don't forget to organize parent helpers with [SignUp.com](https://www.signup.com) - the easiest way to plan class parties!**

