

“To Do”/“Done” Classroom Routine Chart

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Grade Level: Early Childhood

Description:

A daily routine chart that visibly shows the children which activities were done and which of them still remain. Each activity card is illustrated with adorable clipart and is clearly labeled. The cards slide along a track to reveal a green “Done” or yellow “To Do” square. This is an easy to create and extremely useful classroom tool.

What to download:

- Download the print-ready PDF file (includes lesson plan/instructions).
- OPTIONAL: Download the editable Publisher files (Do not include lesson plan).

Goals/Objectives:

The students will use the chart to remain informed about the daily classroom routine.

Materials Needed:

- Color printer
- Popsicle sticks
- Scissors

Instructions:

1. Print the orange frame and done/to do pages on 11”x17” cardstock. Laminate. Cut out the white rectangles from the frame.
2. Print the cards on 8.5”x11” cardstock. Cut out and laminate.
3. Glue popsicle sticks along the back of the orange frame. Paste the frame on top of the done/to do page.
4. At the beginning of the day, place the activities for the day inside the frame. The cards should be covering the green “Done” squares.
5. As each activity is finished, slide it over the yellow “To Do” square.

