



New York State Employee Assistance Program

Practical help from people you trust.

It's Back-to-School Time



Here are some things you can do to help your child get ready for the new school year:

Promptly review all the information the school sends.

This may have important information and dates, such as teachers' names, supplies needed, bus schedule, vacation days, or forms to be completed. Create a file for school information and note important dates on the calendar to avoid missed deadlines and last-minute panic. Become familiar with the school's website.

Develop a master calendar.

Keep a master calendar and write appointments and schedules for all family members on it. Note each child's school, sports, and after-school activities. You may want to use a different colored marker for each family member.

Establish a central location for homework and backpacks.

Designate a place for backpacks, book bags, lunch boxes, homework, and school projects, as well as musical instruments and sports equipment, on the days they are required, to make mornings easier. Use bins, boxes, or baskets to keep things organized.

Schedule a visit to the pediatrician.

Check with the school for their requirements. Your child may need to update their immunizations or have a physical for school activities. Take the required forms with you or send them to the doctor's office ahead of time to save time.

Ease into the school-year schedule.

The week or so before school begins, re-establish a routine for bed and meal times. Begin waking children up close to the time they will need to get up for school. This will make the transition easier. Review bedtime schedules as sleep requirements change as children get older.

Designate a place to study.

Set up a quiet place to study with a desk, supplies, and good lighting.

Talk to your child about what to expect.

Children have a lot to deal with going back to school. It is important to encourage them to express their feelings about school, especially if they will be going to a new school. Be positive and reassure your child that you have confidence in their ability to handle new situations. If your child seems to be having a difficult time adjusting to school, you may want to discuss this with your EAP Coordinator.

Additional Resources

For parents, children, and teens: <http://kidshealth.org/kid>

For information by grade level: <http://www.schoolfamily.com/all-grades>

[Contact your EAP Coordinator](#)

NYS-Balance: Contact your Human Resources Office, EAP Coordinator, or Work-Life Services at worklife@goer.ny.gov for the username and password for the website or for the toll-free number.