

Survival Orientation for Success
Mentee Checklist

Subject/Topic:	Information Covered:	Questions I have:
Daily sign-in teacher procedures		
Professional Dress		
Required working hours		
Parking		
Lunch	Students: Teachers:	
Student arrival/ dismissal procedures		
Activity/Planning Procedures		
Attendance		
Morning announcements/pledge		

times/procedures		
Student information collection Student allergies and/or medications	Any students with allergies/medical issues: Emergency Info will be stored:	
Emergency procedures	Location for fire drill:	
First Day of School		
Custodial Issues		
Bathroom Policies/Locations		
Teacher Duty Schedule/Procedures		