

Sub Bag Checklist

Many substitutes recommend putting together a “sub bag” with all the little things that make your day go more smoothly. Everyone has their own must-haves, so start with this list and adapt it as you learn what works best for you!

Sustenance

You can't eat when students are present, but you should definitely grab a bite during lunch or planning periods.

- Lunch
- Snack
- Water
- Coffee thermos (sealable)

Back-up supplies

Classrooms should already have these supplies, but in case something's missing or you can't find it, bring these along with you.

- Dry erase markers
- Pens, pencils
- Poster markers
- Highlighter
- Sticky notes
- Notebook

Activities/fillers

With or without plans, you might have to fill some time. It's easier if you have these on hand.

- 1-2 read aloud books per age group
- Word search/crossword/coloring page per age group (an original; make copies at the school)
- A couple ideas for group activities per age group

Personal needs

Having these items on hand helps you feel confident and that's reason enough to pack them.

- Headache reliever (aspirin, ibuprofen, acetaminophen, etc.)
- Sanitizer
- Lip balm
- Personal hygiene items
- Band aids
- Sewing kit/safety pins
- Contact information for employer
- Tissues
- Stain remover stick or wipes

Substitute teachers' tricks & tips

These suggestions come from your colleagues who have been there and know what's needed to get it done.

- Clipboard (clip lesson plans, seating charts, rosters, emergency plans, etc. and you'll have everything at hand)
- Stickers or other rewards/motivators
- Teacher note template
- Whistle (in case you're responsible for recess or P.E.)