Get The Most Out Of Student Planners

Positive Promotions student planners make it easy to get children in the habit of being organized and prepared—a lesson that will help them in virtually everything they do in life. This guide shows how to engage students with their planners for maximum success.

Parent Involvement

Let parents know they play a vital part with student planners, and that the planners can help them stay involved in their child’s education and progress. Point out the Parent-Teacher Comments section under each school day. Encourage them to use it and to familiarize themselves with the planner contents. As the school year progresses, parents can see what their child is learning and help their child stay on top of assignments and tests.

Planner Features

- Space to record assignments daily
- A place to track the number of minutes spent reading daily and books read per week
- A set of weekly goals to choose from
- A place to list 20 new spelling or vocabulary words per week
- Helpful tips every week, including a study tip, a fun fact, a health tip, and an alternating good-character tip and growth-mindset tip
- 13 pages of essential resources in the back, including Punctuation Basics, Internet Smarts, Science Words to Know, and more

Introducing Students To Their Planners

Hand out a planner to each student and have them immediately write their name, grade, room number, and teacher name on the page provided. Tell them they must be very careful to not lose their planner, because they will be using it every day and must have it with them at all times.

Spend as much time as you like presenting the different parts of the planner to students—do it in one day, or over several days. Choose a schedule you feel best fits the needs and abilities of your students. The most important thing is to be consistent, and remind students that they should use their planners every day.

Encourage students to make their planners their own. They can use a highlighter and color-code assignments for certain subjects, draw pictures, add favorite quotes, jot notes, and use stickies to mark pages.

Tell students to come to you if they’re having trouble or need help with their planner, and reward them with a sticker for asking for help.

Remember: Planners are not meant to be a chore, but a fun and effective way to keep students on track!
Student Planners: A Tool For Success

Explain to students that if they use their planner, they will be on the road to success! Planners give them a place to keep track of their schoolwork so they will always be prepared, plus there are lots of reference pages that will help them all year long. For the first week or two, set aside 10 minutes of class time for students to work on their planners, to get them into the habit. Explain that after that, they are to use their planners several times a day on their own.

Choose one day of the week to check students’ planners, and give stickers to students who are using them correctly.

To help students get to know their planners the first week, try fun engagement activities such as a planner scavenger hunt. Create a list of things for them to find, and award pencils as prizes for the first student to find each one. For example, you could ask, “How many food groups are listed on the MyPlate resource page?” and “What is one holiday in May?” Or you could do a true-or-false quiz about the planners, and award stickers for each correct answer. Use the one below and add your own statements!

True or False?

To get the most out of your planner, you should use it once a week.

(FALSE. You should use it every day.)

You should write down only upcoming tests in your planner.

(FALSE. Write down all assignments and tests, and check them off as you finish them.)

The purpose of planners is to help you succeed by keeping track of your assignments, turning in homework on time, and being prepared for tests.

(TRUE. You’ll be more organized this way!)

Teachers and parents can use planners to punish students who don’t use them properly.

(FALSE. Planners help students, teachers, and parents work together to make sure you succeed!)

People are either good at school or not, and a planner won’t help.

(FALSE. Everyone can get better at anything if they work at it, including being more organized and improving grades.)