



Captain Me Organization Tips & Resources

Name: _____ Date: _____

It's important for children to create their own organization plan because they are much more likely to follow a system they helped design. When adults set up all the rules and routines, the system may make sense to us—but it may not work the same way for a child.

By inviting children to help decide where their things belong and how they will keep track of them, we give them a chance to practice important life skills like planning, problem-solving, and taking responsibility. Over time, children begin to notice what helps them stay organized and what they might want to change. Ask your child to complete the checklists below to help them feel more confident and capable—and remind them that their choices can help their day go more smoothly.

My Organization Checklist

- ☐ I will put my backpack in the place I chose
- ☐ I will check that my homework is in my folder
- ☐ I pack the books and supplies I need
- ☐ I will return my materials to their “home”
- ☐ I will clean up my workspace
- ☐ I can check that I'm ready for tomorrow

★ WHAT DO I WANT TO ORGANIZE TODAY?

 I can **draw a picture** of my organized desk or backpack here!

THINGS I NEED TO GET ORGANIZED

(Folders? Binder? Labels?)

- ☐ _____
- ☐ _____
- ☐ _____

STEPS TO GET ORGANIZED

(What will I do first, next, and last?)

1 First: _____

2 Next: _____

3 Last: _____

HOW DID I DO? *(circle my answer)*

 I did it!

 I'm still working on it.

 I will try again tomorrow.

A Small Habit That Builds Big Skills

When children help create their own organization plan, they learn that their choices can help their day go more smoothly. Developing these simple habits helps children feel confident, prepared, and ready to take charge of their own learning—just like Captain Me!

You got
this!





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