Substitute Teacher Emergency Binder & Seating Chart Pack

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SEATING CHART

Oscar	Kai	Zara	Leo	Hugo	Max
Mia	Jack	Maya	Noah	Liam	Sam
Finn	Ava	Theo	Aria	Ivy	Ruby

Daily schedule

Emergency procedures

Helpful students

Notes

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Check-in

Objectives

Differentiation

Groups

- [ ] Reading log
- [ ] Slides ready
- [ ] Parent email
- [ ] Prep groups
- [ ] Staff meeting
- [ ] Mark quizzes
- [ ] Display work
- [ ] Copies made
- [ ] Update tracker
- [ ] Book library