

**UCHRA VAN BUREN COUNTY HEAD START  
DAILY LESSON PLAN CHECKLIST**

	Yes	No
1. Is there a balance between large, small group and individual work &/or play?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are there times planned for inside & outside activities?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are there both active & quiet activities planned?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are the special materials that are needed listed? (i.e. seeds for a mosaic picture, the name of a video used & where it was secured from)	<input type="checkbox"/>	<input type="checkbox"/>
5. Are activities planned in terms of the children's individual needs & objectives?	<input type="checkbox"/>	<input type="checkbox"/>
Are these children's names listed on the lesson plan?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are there times planned for the development of:		
a. gross motor skills	<input type="checkbox"/>	<input type="checkbox"/>
b. fine motor skills	<input type="checkbox"/>	<input type="checkbox"/>
c. language skills	<input type="checkbox"/>	<input type="checkbox"/>
d. self-help skills	<input type="checkbox"/>	<input type="checkbox"/>
e. social skills	<input type="checkbox"/>	<input type="checkbox"/>
f. cognitive skills	<input type="checkbox"/>	<input type="checkbox"/>
7. Does the lesson plan reflect the needs of the racial & ethnic population served? (i.e. activities such as serving foods related to other cultures, stories, music & games representing different backgrounds of the children.	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the lesson plan give more detail about the types of activities mentioned in the daily schedule? (i.e., story may be listed in the Daily Schedule, however the lesson plan should specify what story)	<input type="checkbox"/>	<input type="checkbox"/>
9. Are the plans for one day a part of the overall plan for the week & the year?	<input type="checkbox"/>	<input type="checkbox"/>
10. Are there activities that involve the children in doing and not just listening?	<input type="checkbox"/>	<input type="checkbox"/>
11. Is the date on the lesson plan?	<input type="checkbox"/>	<input type="checkbox"/>
12. Does the teacher have her name on the lesson plan?	<input type="checkbox"/>	<input type="checkbox"/>
13. Is there evidence that there is integration of components?	<input type="checkbox"/>	<input type="checkbox"/>
Examples: a. <i>Health</i> : stories, songs, rhymes, activities about going to the doctor, brushing teeth, or eating nutritious foods		
b. <i>Social Services</i> : stories, songs, rhymes, activities about the community, field trips to community facilities, visitors		
c. <i>Parent Involvement</i> : stories, songs, rhymes, activities that include families in the classroom	-	
d. Assignments for Volunteers		
14. Do some lesson plans reflect that different materials/activities are introduced and added to interest centers at various times?	<input type="checkbox"/>	<input type="checkbox"/>
15. Evaluation of day's activities?	<input type="checkbox"/>	<input type="checkbox"/>