

Potential Information for Substitute Notebooks

- Students Name, Sign Name, grade, age and any other demographic information
- Students' schedule with the classroom locations, class time, and teacher's name(s)
- Interpreters schedule with locations, class times, teacher's names (Include lunch and prep hour)
- Students' mode of communication and language level, with specific examples when helpful,
- Essential information from each class, for example vocabulary lists or classroom logistics
- A map of the school
- Contact information for others involved (deaf ed. teacher, audiologist, principal, etc.
- List and location of onsite resources to be used
- Any additional suggestions regarding the student's personality or teacher's methods may be included,
(i.e. "This student will try to rely heavily on you, encourage independence.")
- Location within the room for interpreter to stand or sit.