



**Head Start
MONTHLY EDUCATION SUPPLY REQUEST**

Center: _____ Date: _____

***ONE REQUEST PER CENTER/NOT CLASSROOM**

Directions: Write down number of each item needed. Requests need to be turned in by the 25th of each month in order to ensure delivery during the next month. If an item is not on this list, it will need to be purchased with classroom money.

- Crayons (set of 8)** _____ regular
Pencils (each) _____ pencils, regular
Chalk _____ chalk, 12 pc: white _____ chalk, 20 pc: sidewalk colors
Markers (set of 8) _____ basic _____ multicultural

Paint:

- _____ red _____ yellow _____ blue _____ green _____ orange _____ purple
 _____ black _____ brown _____ white _____ paint cups/lids

Construction paper (50 lbs): 9x12, 50 sheets

Keep only non-colored paper out on the art shelf unless it is needed for a study topic (which may be child-initiated)

- _____ red _____ yellow _____ blue _____ green _____ orange _____ purple
 _____ black _____ brown _____ white _____ pink _____ gray

Other paper, 500 sheets (ream)

- Printer paper (20 lbs) _____ 8.5x11
 Easel paper (30 lbs) _____ 12x18
 Natural recycled drawing paper (40 lbs) _____ 9x12
 Manila (50 lbs) _____ 9x12
 White sulphite (50 lbs) _____ 9x12 _____ 12x18
 Finger Paint Paper (70 lbs) _____
 Chart tablet, 50 sheets _____ 27x34
 Butcher roll (40 lbs), 24x1000 _____ white _____ butcher roll cutter,
 24" wide

Cover stock, 8.5x11, 50 sheets
(Purchase yourself – charge to Education - 160)

MO Licensing
 19 CSR 30-62.092 Furniture,
 Equipment and Materials(2)(A)1:
 Play equipment and materials
 shall be clean, in good condition
 with all parts intact and
 accessible to children.
*Do you have any items that are
 not in good condition?*
 These need to be removed and
 we will try to replace them.
What item(s)?

Miscellaneous

_____ name tags, laminated _____ name tags, pouches _____ name tag clips _____ scotch tape _____ library pockets _____ library cards _____ bags of sand	_____ paint brushes, chubby _____ smocks _____ children’s scissors _____ Docubind system (for making books)-book binding, 3/8” _____ laminator	_____ School Readiness Homework green folders _____ self-stick notes, 3”x5”, pad of 100 _____ bird food (if you have a bird feeder) Clipboards _____ 6x9 Glue _____ gallon _____ small bottles Wash & refill small bottles. Request small bottles when they are no longer reusable.
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