



Parent Supply & Daily Bag Checklist

Baby Creche · ICC Creche · Playgroup · Foundation

Exactly what to buy, what to keep at school and what to put inside your child's bag every day.

Before buying anything

- ☐ Write the child's full name and class on every removable item.
- ☐ Use leakproof, child-safe containers that the child can manage at their age.
- ☐ Choose fragrance-free wipes and creams where possible; disclose known sensitivities.
- ☐ Buy only the confirmed ICC books, uniforms and School Shop packs for the correct class.
- ☐ Keep a complete spare outfit at school and replace it immediately when returned home.

TWO TYPES OF ITEMS

Stored supply: labelled items left with the class and restocked when requested. Daily bag: items packed fresh every school day and checked at arrival.

Every child needs these personal resources

Qty	Resource	Requirement
1	School backpack	Strong, washable, easy to open and large enough for the daily checklist.
1	Named water bottle/cup	Leakproof; appropriate to age; filled with clean drinking water.
1	Lunch bag/box	Leakproof containers and an ice pack when food must remain cold.
2	Waterproof zip bags	One for clean spare clothes and one for wet/soiled clothing.
24+	Durable name labels	For clothing, bottles, lunch items, books, stationery and care supplies.
1	Sun hat	Soft, washable and clearly named.

Baby Creche · 0–1 years

Pack to the child's individual feeding, sleep and comfort plan. Do not send loose bedding or unapproved sleep products.

Item	Put in the daily bag	Important
Nappies	6 each day; send 8 for a full-day child or when requested.	Replace daily; class may request an unopened reserve pack.
Wipes	1 full fragrance-free pack.	Restock before the pack is nearly finished.
Barrier cream	1 labelled tube only when needed and authorised.	Original container; never shared.
Clothing	3 complete changes, including vest/top, bottom and socks.	Place clean sets in a named waterproof pouch.
Bibs / burp cloths	3 bibs and 2 burp cloths.	Freshly washed each day.
Milk / bottles	Enough prepared feeds for the full day, plus one agreed reserve feed.	Each bottle: child's name, contents, date and feed order; transport cold.
Comfort item	1 pacifier with ventilated case or small approved comfort item, if used.	Clearly labelled; no cords, clips, beads or loose pieces.

ICC Creche · 2–3 years

Pack for active play, meals and the child's current nappy or toilet-learning stage.

Item	Put in the daily bag	Important
Nappies / pull-ups	4–6 each day when needed.	Use the child's normal size and brand where possible.
Wipes / cream	1 wipes pack; 1 labelled cream if authorised.	Restock before supplies finish.
Clothing	2 complete changes; 3 pairs of underwear when toilet learning.	Easy waistbands; avoid difficult belts and tight fastenings.
Water / food	Named cup or bottle; balanced meal and 1–2 snacks under the school plan.	Age-safe pieces; no choking hazards.
Mealtime items	1 washable bib or eating apron; child-safe spoon if requested.	Return home daily for washing.
Outdoor / art	1 sun hat and 1 washable art smock.	The smock may remain in the class.

TOILET LEARNING

Home and school agree the words, clothing, prompts and response to accidents. Send extra underwear and clothes without shaming or pressure.

Playgroup · 3–4 years

Pack type	Required items
Daily bag	2 complete clothing changes; 3 underwear; 2 pairs of socks; named water bottle; lunch/snacks; sun hat; small hand towel.
Keep at school	Washable art smock; A4 display folder; resource pouch; one family photograph if requested for class learning.

Playgroup individual learning pack · bring once per term

Qty	Resource
1 pack	12 jumbo wax crayons
1 pack	12 washable thick markers
4	Jumbo triangular pencils
2	Large soft erasers
1	Child-safe blunt scissors
4	Large glue sticks
1	A4 sketch pad
2	A4 plastic envelope folders
2	Preschool exercise/activity books confirmed by ICC
1	Washable art smock

Foundation · 4–5 years

Pack type	Required items
Daily bag	1 complete clothing change; 2 underwear; 1 pair of socks; named water bottle; lunch/snacks; sun hat; reading/homework folder on assigned days.
Keep at school	Washable art smock; labelled stationery pouch; two document folders; current ICC learning books/resources.

Foundation individual learning pack · bring once per term

Qty	Resource
1 pack	12 wax crayons
1 pack	12 washable markers or coloured pencils
6	HB triangular pencils
3	Soft erasers
1	Child-safe pencil sharpener for teacher storage
1	Child-safe blunt scissors
4	Large glue sticks
1	A4 sketch pad
4	Preschool exercise/activity books confirmed by ICC
2	A4 plastic envelope folders

Shared classroom supplies · each term

These support daily classroom use. ICC must still maintain emergency stock and all safety-critical cleaning, WASH, first-aid, sleep and feeding equipment.

Class	Family contribution
All preschool classes	2 boxes facial tissues; 2 rolls paper towel; 2 fragrance-free wipe packs; 1 ream A4 white paper; 1 pack resealable bags in the class-requested size.
Playgroup	1 pack assorted coloured paper/card; 1 pack large craft paper; 1 pack child-safe play dough if the school confirms the approved brand.
Foundation	1 pack assorted coloured paper/card; 1 pack large craft paper; 1 set teacher-approved counting or literacy materials if requested.

SCHOOL-SUPPLIED ESSENTIALS

ICC supplies and controls cots/mattresses, changing surfaces, disinfectants, handwashing soap, first aid, emergency equipment, approved communal toys, furniture, food-preparation equipment and all other safety-critical resources.

Never place these inside a child's bag

Do not pack	Reason / correct action
Medicine	Hand directly to authorised staff in the original labelled container with written authorisation.
Unsafe food	No whole nuts, popcorn, hard sweets, chewing gum, whole grapes, fish bones or other choking hazards.
Cleaning products	No bleach, disinfectant, aerosol, perfume, hand sanitiser or unapproved chemical.
Small or sharp items	No coins, button batteries, pins, beads, loose magnets, blades, glass or sharp tools.
Valuables	No jewellery, money, expensive toys, phones or unapproved electronic devices.
Unsafe sleep items	No pillows, cot bumpers, quilts, loose blankets, sleep pods, positioning devices or soft toys for the cot.

Friday bag reset

- ☐ Remove all food, bottles and wet or soiled clothing.
- ☐ Wash the water bottle, lunch box, bibs, towels, smock and comfort items.
- ☐ Replace used clothing sets, underwear, nappies, wipes and cream.
- ☐ Check labels and replace any item that is leaking, damaged, too small or expired.
- ☐ Read the class message for special materials needed the following week.

Child's name		Class	
Parent/guardian		Date	
Parent signature		Class check	