

# Clearing the Classroom: The Evening Brain Dump

Use this tool to move "Work Brain" loops from your internal mental space to external paper.

The "Parking Lot" (To-dos for tomorrow)	The "Release List" (Things out of my control)
Example: Email parents of Student A	Example: A student's mood or attitude today

**Clinical Tip:** Once written down, physically close the notebook. This tactile "closing" helps the brain accept that the data is stored safely elsewhere.