

HALLOWEEN SLUMBER PARTY HOST PACK

Printable planning sheets for kids and tweens

PLAN • SHARE • HOST • RESET

Use this pack to organize a comfortable Halloween sleepover without keeping every detail on your phone.

WHAT'S INCLUDED

- ☐ Party snapshot and master checklist
- ☐ Parent or guardian information sheet
- ☐ Comfort and safety plan
- ☐ Evening-to-morning schedule
- ☐ Game planner
- ☐ Movie ballot and screening checklist
- ☐ Food and snack planner
- ☐ Sleeping-space planner
- ☐ Morning reset and host notes

HOW TO USE THIS PACK

1. Print the full pack on U.S. Letter paper at 100% scale.
2. Copy the parent or guardian page once for each invited guest.
3. Complete the host-only pages before the party.
4. Keep contact and health information private and easy for the responsible adult to reach.
5. Shred or securely discard personal forms after the event when they are no longer needed.

HOST NOTE

This pack supports planning; it does not replace your household rules, school policy, medical guidance, or emergency procedures. Invite only the number of guests you can supervise comfortably.

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For personal, classroom, and non-commercial group use.

PARTY SNAPSHOT & MASTER CHECKLIST

EVENT BASICS

Party date: _____ Host: _____
Start time: _____ Pickup time: _____
Address shared with families: ☐ Yes ☐ No
Overnight format: ☐ Full sleepover ☐ Late-over with pickup ☐ Other: _____
Planned guest count: _____ Responsible adults present: _____
Main contact number: _____ Backup contact: _____

GUEST TRACKER

1. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
2. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
3. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
4. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
5. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
6. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
7. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed
8. Guest: _____ ☐ RSVP ☐ Form returned ☐ Ride confirmed

ONE TO TWO WEEKS BEFORE

- ☐ Set a guest limit and send invitations.
- ☐ Share start time, pickup time, address, and host contact.
- ☐ Ask families about food allergies, access needs, and overnight comfort.
- ☐ Choose a scare level and explain it clearly.
- ☐ Select games, a backup activity, and an age-appropriate movie shortlist.
- ☐ Confirm sleeping space, bathroom access, and adult supervision.

ONE TO TWO DAYS BEFORE

- ☐ Reconfirm attendance and pickup arrangements.
- ☐ Check ingredient labels and separate allergy-safe items.
- ☐ Charge flashlights and prepare battery-powered lights.
- ☐ Clear walkways, secure cords, and remove tripping hazards.
- ☐ Set up a quiet corner and an optional non-scary activity.
- ☐ Place extra bedding, water, tissues, and trash bags where guests can find them.
- ☐ Test the screen, speakers, captions, and internet connection.

PARENT OR GUARDIAN INFORMATION SHEET

Copy one for each guest. Return directly to the host.

PARTY DETAILS

Guest name: _____
Parent or guardian name: _____
Primary phone: _____
Backup adult and phone: _____
Expected arrival time: _____ Expected pickup time: _____
People authorized to pick up this guest:

FOOD, HEALTH & ACCESS

Food allergies or dietary restrictions:

What should the host do to help avoid exposure or cross-contact?

Medication or health information the host needs for this event:

Mobility, sensory, communication, or other access support:

COMFORT & OVERNIGHT NOTES

- ☐ Comfortable with a full overnight stay
- ☐ May prefer a late pickup instead
- ☐ Uses a night-light
- ☐ Benefits from a quiet break
- ☐ Needs a specific bedtime routine

Other helpful comfort information:

MOVIE & SCARE PREFERENCES

Highest movie rating permitted: _____
Guest prefers: ☐ Silly only ☐ Mildly spooky ☐ Moderately spooky
Topics or images to avoid:

EARLY PICKUP PLAN

If the guest wants to leave, contact: _____
Approximate response time: _____

I confirm that the information above is accurate for this event.

Parent or guardian signature: _____ Date: _____

PRIVACY NOTE

Collect only information needed to host safely. Keep this sheet out of guest view, share it only with responsible adults, and securely discard it after the event when it is no longer required.

COMFORT & SAFETY PLAN

Complete this host-only page before guests arrive.

HOME BASE

Main activity room: _____

Sleeping area: _____

Bathroom guests will use: _____

Quiet break area: _____

Emergency exits reviewed by adults: ☐ Yes ☐ No

House rules explained at arrival: ☐ Yes ☐ No

CHOOSE THE PARTY'S SCARE LEVEL

- ☐ 0 — Playful: pumpkins, candy, friendly ghosts, no jump scares
- ☐ 1 — Mild: cartoon monsters, gentle suspense, lights stay bright
- ☐ 2 — Spooky: older-kid mysteries and mild scares with family approval
- ☐ 3 — Stronger: use only when every family has agreed in advance

The planned level is: _____ Backup lower-scare activity: _____

GROUP AGREEMENTS

- ☐ No surprise touching, chasing, pranks, or hiding personal items.
- ☐ Anyone may skip a game, movie, costume, photo, or scary moment.
- ☐ Keep hallways, stairs, doors, and exits clear.
- ☐ Use battery-powered lights; keep open flames out of activity and sleeping areas.
- ☐ Food stays in the planned eating area.
- ☐ Guests tell an adult before moving to another room or outdoor area.
- ☐ Photos are taken or shared only with permission.
- ☐ Teasing about fear, homesickness, sleep habits, or food needs is not allowed.

EARLY PICKUP & EMERGENCY PLAN

Phone kept with responsible adult: ☐ Yes ☐ No

Parent forms stored at: _____

Meeting point outside the home: _____

Who contacts families? _____

Who supervises the remaining group? _____

FINAL WALK-THROUGH

- ☐ Floors are dry and uncluttered.
- ☐ Cords and decorations do not cross walking paths.
- ☐ Small items are removed when younger siblings or guests are present.
- ☐ Flashlights work and emergency numbers are available.
- ☐ A responsible adult remains reachable throughout the event.

EVENING-TO-MORNING SCHEDULE

SAMPLE FLOW

5:00 p.m. Arrival, bags, parent handoff, house tour
5:30 p.m. Dinner or substantial snack
6:15 p.m. Active group game
7:00 p.m. Charades, trivia, or Would You Rather
7:45 p.m. Dessert and free conversation
8:15 p.m. Scavenger hunt or mystery challenge
9:00 p.m. Movie ballot and sleeping-area setup
9:30 p.m. Movie with captions and a quiet alternative
11:00 p.m. Wash up, water, low-energy activity
11:30 p.m. Lights lowered; host remains available
7:30 a.m. Gentle wake-up and breakfast
8:30 a.m. Belongings check and cleanup
9:00 a.m. Pickup window

BUILD YOUR PARTY SCHEDULE

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

PACING CHECK

- ☐ Start with a simple activity that includes every guest.
- ☐ Alternate higher-energy and quieter activities.
- ☐ Leave buffer time for food, bathroom breaks, and setup.
- ☐ Do not force the group to finish every planned game.
- ☐ Place the movie before guests become overtired.
- ☐ Keep one screen-free quiet option ready.
- ☐ Share the pickup window with families again before bedtime.

LATE-OVER OPTION

If a full overnight is not right for the group, end after the movie or final game.

Planned pickup time: _____ Family reminder sent at: _____

HALLOWEEN GAME PLANNER

A balanced plan usually needs one icebreaker, one active game, one thinking game, and one quiet backup. Choose fewer games than you think you need; conversation and transitions take time.

QUICK MENU

- ☐ Halloween Would You Rather
- ☐ Monster Charades
- ☐ Halloween Trivia
- ☐ Indoor Scavenger Hunt
- ☐ Monster Drawing Relay
- ☐ Halloween Bingo
- ☐ Two-Sentence Spooky Story
- ☐ Flashlight Shadow Guess
- ☐ Costume Concept Challenge
- ☐ Morning Monster Memory

GAME 1

Name: _____ Planned time: _____ Players: _____
Supplies: _____
Setup: _____
How the round ends: _____
Lower-movement or quieter option: _____

GAME 2

Name: _____ Planned time: _____ Players: _____
Supplies: _____
Setup: _____
How the round ends: _____
Lower-movement or quieter option: _____

GAME 3

Name: _____ Planned time: _____ Players: _____
Supplies: _____
Setup: _____
How the round ends: _____
Lower-movement or quieter option: _____

BACKUP ACTIVITY

Name: _____ Supplies staged at: _____
Use it if: ☐ Setup runs late ☐ Energy drops ☐ Scare level feels too high

FAIR-PLAY CHECK

- ☐ Explain the goal before starting.
- ☐ Let guests watch a demonstration when rules involve movement.
- ☐ Use team or cooperative scoring instead of elimination.
- ☐ Offer an equivalent seated, drawing, timing, or scorekeeping role.
- ☐ Stop while the group is still enjoying the activity.

MOVIE NIGHT PLANNER & BALLOT

HOST SHORTLIST

Choose titles that match family permissions and the agreed scare level. Confirm ratings, runtime, and viewing availability close to the party date.

A. Title: _____ Rating: _____ Runtime: _____
B. Title: _____ Rating: _____ Runtime: _____
C. Title: _____ Rating: _____ Runtime: _____
D. Title: _____ Rating: _____ Runtime: _____

GUEST BALLOT

Write A, B, C, or D.

First choice: _____ Second choice: _____

A title I prefer not to watch: _____

TALLY

A: _____ votes B: _____ votes C: _____ votes D: _____ votes

Winning title: _____

Approved backup: _____

HOST SCREENING CHECKLIST

- ☐ Every listed movie fits the permissions families provided.
- ☐ The rating, content guidance, runtime, and current availability were checked.
- ☐ Captions or subtitles are ready.
- ☐ Volume is comfortable and the room keeps a clear walking path.
- ☐ A guest may choose the quiet area without having to explain why.
- ☐ No one is photographed while sleeping or upset.
- ☐ The host knows where to pause or stop if the group becomes uncomfortable.
- ☐ A non-screen option is available.

MOVIE BREAK PLAN

Planned pause time: _____ Water and bathroom check: ☐

Snack served: _____

Quiet alternative: _____

REMINDER

A rating is useful guidance, but it does not replace a family's decision about what suits a particular child.

FOOD & SNACK PLANNER

MENU

Arrival drink: _____
Dinner or main food: _____
Movie snack: _____
Late snack, if needed: _____
Breakfast: _____
Water station location: _____

ALLERGY & DIET CHECK

Guest restrictions reviewed: ☐ Yes ☐ No
Ingredient labels saved for questions: ☐ Yes ☐ No
Allergy-aware items stored separately: ☐ Yes ☐ No
Serving utensils kept separate where needed: ☐ Yes ☐ No
Hands and surfaces cleaned before food setup: ☐ Yes ☐ No
Host responsible for food questions: _____

SHOPPING LIST

☐ _____	☐ _____
☐ _____	☐ _____
☐ _____	☐ _____
☐ _____	☐ _____
☐ _____	☐ _____

SERVING PLAN

Food served at: _____ Trash and recycling at: _____
Labeled cup or bottle system: _____
Leftovers stored by: _____ Final kitchen check: _____

LOW-MESS IDEAS

- ☐ Individually portioned popcorn or pretzels
- ☐ Fruit cups or whole fruit that suits the group
- ☐ Build-your-own snack bags with separate scoops
- ☐ Decorated paper cups instead of uncovered drink bowls
- ☐ A simple breakfast that can be prepared before guests wake

HOST NOTES

FOOD SAFETY NOTE

Read packaged-food labels each time; ingredients can change. Follow each family's instructions and your usual food-safety practices. When a need is unclear, contact the parent or guardian instead of guessing.

SLEEPING-SPACE PLANNER

ROOM: _____ NUMBER OF SLEEPERS: _____

ASSIGN SPACES BEFORE LIGHTS-OUT

1. Guest: _____	Space or mat: _____
2. Guest: _____	Space or mat: _____
3. Guest: _____	Space or mat: _____
4. Guest: _____	Space or mat: _____
5. Guest: _____	Space or mat: _____
6. Guest: _____	Space or mat: _____
7. Guest: _____	Space or mat: _____
8. Guest: _____	Space or mat: _____

LAYOUT CHECK

- ☐ A clear path leads to the door and bathroom.
- ☐ Exit doors, vents, heaters, and stairs remain unobstructed.
- ☐ Charging cables stay away from walking and sleeping areas.
- ☐ Each guest has a defined sleeping space.
- ☐ Night-lights or battery-powered lights are available.
- ☐ Water and tissues are reachable without crossing over sleepers.
- ☐ Extra blankets are clean and easy to find.
- ☐ Bags, shoes, costumes, and props have a separate storage zone.
- ☐ The quiet area remains available.
- ☐ A responsible adult can hear or check the group appropriately.

BEDTIME AGREEMENT

Expected quiet time: _____

Phones or devices stored at: _____

Earbuds or speakers rule: _____

Bathroom route explained: ☐ Yes ☐ No

What guests should do if they cannot sleep:

What guests should do if they want to call home:

ROOM SKETCH

Mark the door, bathroom route, sleeping spaces, bags, lights, outlets, and quiet area.

MORNING RESET, PICKUP & HOST NOTES

MORNING FLOW

Wake-up window: _____ Breakfast time: _____

Bathroom order or plan: _____

Belongings check begins: _____ Pickup window: _____

Adult at pickup point: _____

BELONGINGS CHECK

- ☐ Sleeping bag or blanket
- ☐ Pillow
- ☐ Pajamas and clothing
- ☐ Shoes
- ☐ Costume and accessories
- ☐ Toiletries
- ☐ Phone, charger, or device
- ☐ Medication returned according to family instructions
- ☐ Craft or game items
- ☐ Other: _____

ROOM RESET

- ☐ Food and drinks removed from sleeping area.
- ☐ Trash and recycling collected.
- ☐ Borrowed bedding separated for washing.
- ☐ Floors checked for small items and spills.
- ☐ Furniture and game supplies returned.
- ☐ Bathroom restocked and checked.
- ☐ Unclaimed belongings placed in one labeled area.
- ☐ Parent information sheets secured for proper disposal.
- ☐ Families contacted about any important incident or missing item.

PICKUP CHECK

- ☐ Release each guest only to an authorized adult.
- ☐ Share essential information privately, not in front of the group.
- ☐ Confirm that bags and medication leave with the correct guest.
- ☐ Record any unclaimed item and arrange return directly with the family.

HOST DEBRIEF

The group enjoyed:

An activity to shorten, replace, or skip next time:

A comfort or access adjustment that helped:

Supplies worth keeping:

Notes for the next party:

YOU'RE DONE

A successful Halloween slumber party does not need every planned activity. If guests felt included, families stayed informed, and everyone left safely with their belongings, the plan did its job.

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