

# DAILY SCHEDULE

## 3 YR OLD CLASS



### 9:00-9:30 Arrival/Choice Time

- Learning Centers are set up throughout the classroom for children to explore. Children can play independently or in small groups at a variety of activities. These may include: art, sensory table, library and/or listening center, dramatic play, blocks, science, writing desk, light table, music, large motor (balance beam, scooters, etc) and table activities (math, literacy, puzzles, pegs, fine motor materials).

### 9:30-9:40 Clean-up/Bathroom Time

- Throughout the day children are encouraged to clean-up materials before choosing a new activity. At this time of day all children participate in clean-up. Children will also be encouraged to use the bathroom before the large group activity. (Children can ask to use the bathroom at any time during the day.)

### 9:40-10:00 Large Group Activity

- Children gather and sit for whole class activities. Teachers and children interact, talking about the day's schedule and the daily theme. During this time a book may be read, songs sung, group games played or movement activities implemented. Activities will center on the theme and specific skills that have been targeted as the focus for the children.

### 10:00-10:20 Snack

- **Wash Hands:** In an effort to keep germs to a minimum, children wash hands before snack. This also encourages independence in personal self-help skills.
- **Snack:** Snack is provided for the class by each family on a rotating snack schedule. Healthy foods are required by the state Office of Early Childhood regulations and should include 2 food groups. Parents will be notified of any food allergies and are asked to plan accordingly. (See Snack section of Handbook for more details.)
- **Silent Reading:** After children clean-up snack, they choose a book from the library and look at it quietly while waiting for friends to finish eating.

### 10:20-11:35 Small Group Activity

- One teacher will work with a small group of children on a special activity. All children will have a turn to complete the activity. This activity will focus on introducing and enhancing specific skills. This activity may incorporate any of the learning areas of the classroom and will vary from day to day.

\*\*Choice Time: Children not involved in the small group activity will continue to explore the various Learning Centers that are set up around the room. They will have the opportunity to complete an activity they started earlier in the day or try something new. Children are encouraged to explore areas that will expand their interests while strengthening and enhance their skill level.

### 11:35-11:40 Clean-up

- At this time all children participate in clean-up and all materials are put away in preparation for end of the day activities.

### 11:40-12:00 Large Group Activity/Outdoor Play

- This is typically a more active group time incorporating music, movement and gross motor activities. This is also a time to discuss/review the events of the day.
- **Outdoor Play:** Weather permitting we will end our day outside. Play equipment such as a sand box, crawl tube, balance beam, balls, etc. will be available. It is an opportunity for the children to use outside voices and release energy.

### 12:00 Dismissal

# DAILY SCHEDULE

## 4 YR OLD CLASS



### 9:00-9:30 Arrival/Choice Time

- Learning Centers are set up throughout the classroom for children to explore. Children can play independently or in small groups at a variety of activities. These may include: art, sensory table, library and/or listening center, dramatic play, blocks, science, writing desk, light table, music, large motor (balance beam, scooters, etc) and table activities (math, literacy, puzzles, pegs, fine motor materials).

### 9:30-9:40 Clean-up/Bathroom Time

- Throughout the day children are encouraged to clean-up materials before choosing a new activity. At this time of day all children participate in clean-up. Children will also be encouraged to use the bathroom before the large group activity. (Children can ask to use the bathroom at any time during the day.)

### 9:40-10:00 Large Group Activity

- Children gather and sit for whole class activities. Teachers and children interact, talking about the day's schedule and the daily theme. During this time a book may be read, songs sung, group games played or movement activities implemented. Activities will center on the theme and specific skills that have been targeted as the focus for the children.

### 10:00-10:20 Snack

- **Wash Hands:** In an effort to keep germs to a minimum, children wash hands before snack. This also encourages independence in personal self-help skills.
- **Snack:** Snack is provided for the class by each family on a rotating snack schedule. Healthy foods are required by the state Office of Early Childhood regulations and should include 2 food groups. Parents will be notified of any food allergies and are asked to plan accordingly. (See Snack section of Handbook for more details.)
- **Silent Reading:** After children clean-up snack, they choose a book from the library and look at it quietly while waiting for friends to finish eating.

### 10:20-11:35 Small Group Activity

- One teacher will work with a small group of children on a special activity. All children will have a turn to complete the activity. This activity will focus on introducing and enhancing specific skills. This activity may incorporate any of the learning areas of the classroom and will vary from day to day.

\*\*Choice Time: Children not involved in the small group activity will continue to explore the various Learning Centers that are set up around the room. They will have the opportunity to complete an activity they started earlier in the day or try something new. Children are encouraged to explore areas that will expand their interests while strengthening and enhance their skill level.

### 11:35-11:40 Clean-up

- At this time all children participate in clean-up and all materials are put away in preparation for end of the day activities.

### 11:40-11:55 Mystery Bag/Large Group Activity/Outdoor Play

- **Mystery Bag:** Each day one child has a turn to bring home the "Mystery Bag". The child chooses one item from home to put in the bag and a parent/adult helps to write 3 clues. On the next school day the child, with the help of the teacher, is encouraged to tell the group their clues and call on friends to guess what the item is.
- **Large Group Activity:** This is typically a more active group time incorporating music, movement and gross motor activities. This is also a time to discuss/review the events of the day.
- **Outdoor Play:** Weather permitting we will end our day outside. Play equipment such as a sand box, crawl tube, balance beam, balls, etc. will be available. It is an opportunity for the children to use outside voices and release energy.

### 11:55-12:00 Fill Backpacks/Dismissal

- Children will empty their mailbox and fill backpacks. Children that leave at noon will also put on their coats to prepare for being dismissed.

## **EXTENDED DAY SCHEDULE (4 yr. olds only)**

### **12:00-12:10 Introduction to Afternoon Activities:**

At this time the teacher will explain the afternoon activities so children will know what to expect.

### **12:10-12:30 Lunch:**

Children will be encouraged to be as independent as possible opening containers/packaging and eating. Children can ask for help as needed. Children must eat healthy food before desserts. The last few minutes of lunch will be silent eating to encourage children to focus on their food so the group can move onto the next part of the day.

### **12:30-12:45 Large Motor Activity:**

After lunch the class will do a large motor activity to not only help with large motor development, but to also use some energy before settling into structured activities. Large motor activities may include, music and movement, yoga/exercise, games such as relays, etc. and will end with a quiet/cool down activity to transition into the next portion of the day.

### **12:45-1:30 Structured Activities:**

During this time the class will participate in a structured activity such as a worksheet, literacy/math/science activity, art or fine motor activity such as scissor skills. The purpose of these activities is to strengthen skills based on our Child Skills Checklist. This activity may be done with the whole class or two small groups to allow for more one-to-one attention.

If the weather is good and time allows, the day may end with outdoor activities.

### **1:30 Dismissal**