



PK3 Staff Daily Schedule

Drop-off and pick-up must be closely monitored and documented. The maximum amount of supervision is required during this transition.

Morning Session	Activity	Teacher	TA	Monitor
7:30 – 7:45 (15 min)	Breakfast & Language Development (Classroom)	In Classroom	In Classroom	N/A
7:45 – 8:00 (15 min)	Morning Meeting-Welcome & Song/Music			
8:00 – 9:30 (90 min)	Center Time & Small Group			
9:30 – 10:15 (45 min)	Outside Play, Water/Restroom		10:15 – 10:30 Break	10:15 – 10:30 In Classroom
10:15 – 10:36 (21 min)	Independent Reading & Story Time Dismissal Preparations		In Classroom	10:30 – 10:45 Assist Lunch/Dismissal Prep
10:36 – 11:06 (30 min) [216]	Lunch (am group)	10:30 – 11:45	Lunch with Students/Dismissal	Lunch with Students
Afternoon Session		Lunch/Planning & Prep		
11:21 – 11:51 (30 min)	Lunch (pm Group)	In Classroom	11:45 – 12:15 TA Lunch	11:45 – 12:15 Assist with Transition to Classroom
11:51 – 12:06 (15 min)	Morning Meeting – Welcome & Song/Music			
12:06 – 1:36 (90 min)	Center Time & Small Group			
1:36 – 2:21 (45 min)	Outside Play, Water/Restroom			
2:21 – 2:41 (20 min)	Independent Reading & Story Time		In Classroom	N/A
2:41 – 2:57 (16 min) [216]	Say Good-bye, Prepare for Dismissal	Conference	Planning & Prep	
2:57 – 3:30	Conference			