

APPENDIX B: Schedule of Operation - SAMPLE

SCHOOL(S) SERVED: ABC School

Directions: Complete a typical Schedule of Operation form for each proposed site. If the schedule is the same for each site you may use one form to include all sites.

SCHOOL YEAR:

Activity	Time of Day	Where? By Whom?	M	T	W	TH	F	SA	SU
Snacks and Attendance	3:30-3:45	MP Room Coordinators	X	X	X	X	X		
Academic Supports	3:45-4:30	Classrooms Teachers	X	X	X	X	X		
Recreation/PA	4:30-5:15	Gym Partners		X		X			
Enrichment	4:30-5:15	Classrooms Staff	X		X		X		
Transportation home	5:15	Staff	X	X	X	X	X		