

Sample Daily Schedule for Infants and Toddlers¹

	Infant Schedule	Toddler Schedule
Children Arrive	Greeting Routine care (feeding, diapering, sleeping) Self- directed activities in play areas ²	Greeting Routine care (breakfast, diapering or going to the potty) Self- directed activities in play areas ²
Mid-Morning	Nap for some, routine care for others Planned play: teacher-directed ³ activities for some, self-directed for others Outdoor play	Snack Planned Play: teacher-directed ³ activities for some, self-directed for others Outdoor Play
Late Morning	Lunch Clean-up after lunch Nap for some Teacher-directed activities for babies who are awake	Lunch Clean-up after lunch Nap Teacher-directed activities for toddlers who are awake
Mid-Afternoon	Routine care Nap for some Teacher-directed activities for babies who are awake Outdoor play	Routine care Snack Teacher-directed activities for some, self-directed for others Outdoor play time
Late afternoon	Self-directed activities in play areas Routine care Talk to parents Clean up room Set up for next day	Self-directed activities in play areas Routine care Talk to parents Clean up room Set up for next day

¹ STARS for KIDS NOW Self Study (edited 07-09-01). Adapted from: Cryer, D., Harms, T., and Bourland, B. (1987). *Active learning for infants*. Reading, MA: Addison-Wesley Publishing.

² Self-directed activities are those that an infant/toddler can do by him/herself.

³ Teacher-directed activities are those that require assistance even after getting the infant or toddler started (e.g., reading simple books, playing peek-a-boo).

Sample Daily Schedule for Preschoolers⁴

6:00-7:45	Learning Center Time (all are open)
7:45-8:00	Transition Time <ul style="list-style-type: none"> • Clean up toys, bathroom break, wash hands for breakfast, finger plays if time.
8:00-8:30	Breakfast <ul style="list-style-type: none"> • Children may leave table when finished and wash hands, brush teeth, engage in quiet activities (e.g., books, puzzles, writing center, etc.).
8:30-8:45	Circle Time <ul style="list-style-type: none"> • Calendar, weather chart, opening information, finger plays and songs
8:45-10:00	Learning Center Time (all are open)
10:00-10:15	Transition Time <ul style="list-style-type: none"> • Clean up, bathroom break, wash hands.
10:15-10:30	Snack <ul style="list-style-type: none"> • Wash hands.
10:30-11:45	Story or music time Outdoor Play (on bad weather days - active games and exercise)
11:45-12:00	Transition Time <ul style="list-style-type: none"> • Wash hands for lunch, bathroom break as needed. • Finger plays, flannel board stories, or silly songs
12:00-12:45	Lunch <ul style="list-style-type: none"> • Children may leave table when finished and clean up, go to the bathroom, brush teeth, get ready for nap. • Read stories, sing quiet songs, flannel board stories, recorded stories, puppetry, finger plays and talk pictures as time permits.
12:45-2:45	Nap <ul style="list-style-type: none"> • Early risers can get up and engage in quiet activities (e.g., quiet table toys).
2:45-3:15	Transition Time <ul style="list-style-type: none"> • Bathroom break as needed, wash hands. • Snack time, wash hands (take more time if needed). • Sing songs, read stories and finger plays as time permits.
3:15-4:00	Outdoor Play (on bad weather days – active games and exercise)
4:00-4:15	Circle Time <ul style="list-style-type: none"> • Closing information • Language activity (puppets, books, finger plays, word chart, number chart, news flash, comparison charts, etc.) • Music activity (instruments, chants, dancing, sing songs, musical games, etc.)
4:15-5:15	Learning Center Time (all are open)

⁴ STARS for KIDS NOW Self Study (edited 07-09-01).

5:15-5:30	Transition Time • Clean up toys, bathroom break as needed, musical activities.
5:30-6:00	Quiet Activities and Parent Pick-up Books, games, table activities, selected learning centers open.

Sample Part-day Schedule for School-agers⁵

6:00-7:00	Arrival • Quiet activities (card or board games, puzzles, reading, listening to music with headphones, reviewing homework or resting)
7:00-7:30	Breakfast • Wash hands before.
7:30-8:00	Quiet activities continue • Clean up and prepare to leave for school.
3:00-3:30	Arrive from school • Put away belongings. • Eat self-service snack. • Use bathroom as needed.
3:30-3:50	Group time • Discuss activity options and special projects. • Share exciting news. • Make up group songs, games.
3:50-4:00	Transition • Move to activities or interest areas.
4:00-5:15	Indoor/Outdoor activities and interest areas • Craft projects, club meetings, outdoor games, homework
5:15-5:30	Transition and cleanup
5:30-6:00	Indoor activities and parent pickup • Board and table games (short-term games or puzzles or those that can be stopped in the middle and resumed the next day), large group activities that require no props (e.g., charades, guessing games, listening to music)

⁵ Adapted from: Koralek, D., Newman, R., and Colker, L. (1995). *Caring for children in school-age programs, Volume 1*. Washington, DC: Teaching Strategies Inc.

Sample Full-day Schedule for School-agers

6:00	Arrival <ul style="list-style-type: none"> • Arrival/Parent Greeting/Opening • Put away belongings; use bathroom as needed. • Children may wish to rest upon arrival. • Quiet activities (card or board games, puzzles, reading, listening to music with headphones, computers, etc.)
7:00-11:00	Organized activities (swimming, bowling or field trips) All activity/interest areas open
7:45-8:45	Breakfast <ul style="list-style-type: none"> • Children wash hands before. • Caregivers should sit with children in family-style dining.
7:00-11:00	Organized activities (swimming, bowling or field trips) All activity/interest areas open
11:00-12:00	Lunch <ul style="list-style-type: none"> • Children help prepare and/or serve food (when appropriate); set table. • Caregivers should sit with children in family-style dining.
12:00-1:30	Art area, library, computer lab, quiet games/activities. Rest time available for those who request/need it.
1:30-5:00	Indoor/Outdoor activities and interest areas <ul style="list-style-type: none"> • Craft projects, club meetings, outdoor games
3:30	Self-service snack
5:00-6:00	Begin clean-up; parent pick-up <ul style="list-style-type: none"> • Children clean-up. • Board and table games (short-term games or puzzles or those that can be stopped in the middle and resumed the next day), large group activities that require no props (e.g., charades, guessing games, listening to music)

NOTE: Times may change in accordance to scheduled field trips. Ratio counts in all areas are the same as "school-in-session" schedules.