



Strategy Tool: Posting and Using a Schedule

Starting the Year Off Right - Example

Start time - End time	Name of activity in written words (e.g., morning meeting; literacy, etc).	Ideas for depicting the scheduled activities using images or pictures in addition to words
Example 8:40-9:00 a.m.	Morning meeting	Picture of students sitting on carpet squares, legs folded, and hands in lap, ready to learn
9:00-9:30 a.m.	Whole group reading	Picture of students sitting as a group on the carpet
9:30-10:30 a.m.	Guided reading and reading centers	Pictures of available reading centers, in order of the rotation (Velcro)
10:30-11:00 a.m.	Recess	Picture of the playground and of indoor recess (Velcro)
11:00-11:30 a.m.	Spelling and phonics	Picture of spelling book or of a common spelling worksheet
11:30am-12:00 p.m.	Lunch	Picture of the cafeteria and/or lunch servers
12:00-1:15 p.m.	Math	Picture of math books, manipulatives, and numbers
1:15-2:15 p.m.	Specials	Have different cards with pictures of the specials teachers (Velcro) – change them daily to show which special(s) is that day
2:15-3:15 p.m.	Writing	Picture of a student writing in a journal
3:15-3:35 p.m.	Recess	Picture of the playground and of indoor recess (Velcro)
3:35-3:45 p.m.	Pack up and dismissal	Picture of students getting backpacks and of lining up



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Next, create a poster-sized version of your daily schedule and hang it in a prominent area of your room. Review the schedule with your students.

As you implement the schedule, take notes regarding which activities work best during certain times of the day and which do not, and adjust accordingly. As you become aware of times of day when students typically struggle, use these times to provide precorrective feedback (see the [Using Precorrection](#) strategy).

In addition, if you find students forget or deviate from the schedule over time, periodically reteach them the behavioral expectations that coincide with the scheduled activities.