

## After School

- 3:00 – 3:30  
Arrival
- Children begin to arrive to program via bus, van, or by walking down to program if located in a school building. Children put away their belongings and play outside, eat a self-service snack, use the bathroom, or participate in quiet activities. Staff circulate and remind children to eat, use the restroom, wash their hands.
- 3:30 – 3:50  
Group Meeting time (daily, weekly)
- Children meet with their primary staff member. In small groups, all ages may meet together “family style.” In larger programs the different age groups may meet separately. The meeting might consist of one or more of the following:
- Describing plans for the day (activity options and special projects);
  - Making announcements;
  - Discussing directions/rules;
  - Sharing exciting news;
  - Inviting ideas for new projects activities; and
  - Making up a group song, game, etc.
- 3:50- 4:00  
Transition
- Children move to activities or interest areas.
- 4:00 – 5:30
- Children select from the following:
- Indoor interest areas;
  - Planned activities (such as craft project, science experiment, service learning);
  - Club meeting (indoors or outdoors);
  - Community activities (such as scouts);
  - Outdoor games and/or interest areas;
  - Homework; and
  - Games and activities in the gym
- Duration of activities depends on children’s interest and attention spans. Children can choose when to join and leave on-going activities as long as they don’t cause disruptions.
- 5:30 – 5:45  
Transition/  
cleanup
- Indoor and outdoor activities start to close down. Children clean-up long-term and messy projects in progress in interest areas. Children gather belongings and projects they want to take home.

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Source: *Caring for Children in School-Age Programs: A Competency Based Training, Volume One*, by Derry G. Koralek, Roberta L. Newman and Laura J. Colker (Teaching Strategies, Inc.)