



## Infant/Toddler Program Sample Daily Schedule

**6:30 AM Center opens**

Drop-Off Time Parents will bring their child directly into the center, sign them in, and leave them with a designated staff member in the front room. Child may wave goodbye at the “waving window.” Several free-choice style activities and toys will be made available for child to play with at his/her leisure. (Sample: drawing, stacking blocks, dress-up clothing)

**7:00 AM – 7:30 AM Early Morning Feeding**



**8:00 AM – 9:00 AM Free Play**

**9:00 AM – 9:30 AM Snack time** – Hand washing, Sit children at tables/highchairs. Napkins, cups, a snack item and milk will be provided. Children will be assisted by staff to insure the child has all needed items. Staff will encourage and role model self-help skills as well. Staff will sit at the table with the children and monitor/feed the children. Snack will then be cleaned up and tables/highchairs washed.

**9:30 AM – 10:00 AM Outdoor Playground or Indoor Play**

**10:00 AM – 11:00AM Sample Activities**

Circle time – Calendar, songs and finger plays.

Story Time — Children will relax & listen to a theme related story.

Art Time – Theme related art

Sensory Table Fun – Children will use their 5 senses through water play.

Activity– discover table, sensory activities, fine motor skill development.

Example: blocks, puzzles, play-doh, legos, drawing.



*\*Activities, meals and naps based on age and individual child plans*

**11:00 AM – 11:30 AM Gross Motor /Music & Movement**

Parachute play, bean bag tosses, crawl through tunnel, dancing, tummy time

**11:30 AM – 11:45 AM Clean-up, Diapering, Toileting**

**11:45 PM- 12:15 PM Lunch time** – Teachers will clean child’s hands or children will go to designated sink area and wash their hands. They will retrieve their lunch boxes from their cubbies and sit at a table. Staff will feed children or assist children with opening their lunches and provide milk, napkins spoons etc. Clean-up, diaper changes & dress for outside time. Staff will sit with the children at the table and monitor while the children eat lunch. Lunch will then be cleaned up and tables washed. Staff will encourage children to use the bathroom at this time and set up cots for nap time.

**12:15 PM – 2:30 PM Nap time** – Each child will be provided with a crib or cot and a roll out nap bed. Lights will be turned down and soothing music will be played. Staff will monitor nappers and softly rub backs. *\*Infants will be placed on their backs.*

**2:30 PM -3:30 PM Wake-up , Diapering & Toileting, Snack time**

**3:30 PM- 4:00 PM Indoor or Outdoor play**



**4:00 PM- 5:00 PM Free-choice** style activities, musical games or art project and toys will be made available for children to choose. Dress-up, dramatic play items, puzzles, books, blocks, dolls etc. Staff will monitor and join children in conversation and floor play.

**5:00 PM – 6:30 PM Gross Motor /Music & Movement/Stories**

*\*Organize room, prepare for next day snacks, complete Daily Logs & put in mailboxes.*  
Child pick-up time- Parents will enter the center by using a security code. Child will be retrieved directly from a staff member. Parents will check child’s cubby and mailbox for items to take home.

*\*Activities, meals and naps based on age and individual child plans*

