AFTER-SCHOOL PROGRAM PLAN

Snack to pick-up — homework help, an enrichment block, time outside, and who is where.

Program / site _____ **Date / week of** _____

Group & ages _____ **Staff** _____

	Time	What we do	Materials	Staff / room
Arrival & snack				
Homework help				
Activity 1 — enrichment / club				
Physical activity (outside if possible)				
Activity 2 — choice / project				
Cleanup & pick-up				

Behavior & safety notes

Supplies to buy / prep

Family notes & pick-up changes