

Morning Procedures

8:30a – Clean up in Indoor Play Area (at 8:25a give children advance announcement)

8:35a – Sanine will ring bell. Everyone is to freeze. Prayer.

Morgan (M)/Oriana (WF)/Roberta (T/Th) – take any of your students to your classroom

Jen (MWF)/Oriana (T/TH) – take any 2 yr olds into classroom

Any 3 yr olds should sit in front of Kyra's room on dots

Any 4/5's should sit on dots in blue rectangle

Miranda – helping children in from "Quick Drop-off"

Sanine – holding/monitoring front door, dropping lunch boxes into basket

Jasmine – directing students to dots, taking temps and shoes off

Kyra – checking everyone in on BW and EC sheet, writing any notes on paper, then to chalkboard

Sonora – directing all children to wash hands, then assigning them to sit in respective spot

Morgan – On F, assist with hand-washing and assigning spots