

# Components of the Daily Plan

## Preschool & Kindergarten Prep

- The Daily Plan provides a framework for the day's events that supports children's security and independence
  - Following a consistent routine day after day gives children the sense of security they need to make choices and take risks, which opens the door to exciting learning opportunities.
  - Each classroom decides on the daily routine that works best for its setting, schedule, and children. The components shown to the right are always included in the routine, although the length and order of the segments vary from program to program.
- *Planning time (10–15 minutes)*
  - *Work time (45–60 minutes; includes cleanup time)*
  - *Recall time (10–15 minutes)*
  - *Small-group time (15–20 minutes)*
  - *Large-group time (10–15 minutes)*
  - *Outside time (30–40 minutes)*
  - *Transition times (variable)*
  - *Eating and rest times (variable)*
  - *Adult team planning time (20–40 minutes)*

# Details of the Daily Plan

## Preschool & Kindergarten Prep

- **Plan-Do-Review Sequence** — (planning time, work time, recall time). This three-part sequence is unique to the HighScope curriculum. The first segment: a 10- to 15-minute period during which children plan what they want to do during work time (such as the area to visit, materials to use and friends to play with); The second segment: a 45- to 60-minute work time for children to carry out their plans (or shift to new activities that interest them); The third and final segment: a 10- to 15- minute period for reviewing and recalling with their teacher and other children what they've done and learned.
- **Small-Group Time** — During this time, a small group of children meet with their teacher to experiment with materials, try out new skills, and solve problems. Teachers develop a small-group activity based on children's interests and particular skills, materials or content areas that suit children's developmental learning needs. Though the teacher plans the activity and sets it in motion, children make choices about how to use the materials and freely communicate their ideas.
- **Large-Group Time** — Large-group time builds a sense of community. The children and teachers come together for movement and music activities, interactive storytelling and other shared experiences. Children have many opportunities to make choices and play the role of leader.
- **Outside Time** — Children and teachers spend at least 30 minutes outside every day, enjoying vigorous and often noisy play in the fresh air. (We will use the open exploration space we built behind the center, as well as weekly trips to Holstein Park, which is about a 5 minute walk, west on Webster.

# Details of the Daily Plan (cont.)

## Preschool & Kindergarten Prep

- **Transition times** — Transitions are the minutes between other blocks of the day, as well as arrival and departure times. Teachers plan meaningful learning experiences for these times, which keeps children engaged and minimizes disruption.
- **Eating and resting times (if applicable)** — Meals and snacks allow children to enjoy eating healthy food in a supportive social setting. Rest is for napping or quiet, solitary activities. Since both activities happen at home as well as at school, KALEIDO\*KIDS try to respect family customs at these times as much as possible.
- **Adult team planning time** — This time happens every day at KALEIDO\*KIDS. It can occur during children's nap time, before children arrive, or after they leave. The teaching team meets to discuss their observations of children's developing abilities and interests, focusing on these observations as they plan activities and review the materials in the classroom.