



INDIVIDUALIZED CLASS SCHEDULE INFORMATION SHEET

Definition:

Visual representation of the classroom schedule that is individualized for one child

Purpose:

- Support and help a child with the many transitions involved in the classroom schedule

Benefits: Enables a child to:

- Independently follow the classroom schedule
- Predict what is happening next
- Decrease undesirable behaviors during transitions

Can support children who have:

- Autism & Asperger's Syndrome
- Attention Deficit Disorder & ADHD
- Speech and Language Delays
- English As a Second Language
- Difficulty Processing Verbal Input
- Difficulty Transitioning
- Hearing impairments
- Cognitive Delays

DIRECTIONS FOR SUCCESSFUL IMPLEMENTATION:

1. Ask child to check the schedule while giving him/her the check icon.
2. Child places check icon on the Velcro dot at the top.
3. Child places top icon in all done envelope.
4. Child looks at the next icon to determine what activity is next.
5. Child goes to the next area.

If the child is getting distracted and has difficulty going directly to the next area, then print out another set of icons. Cut them up, laminate them, place a Velcro dot on the front of the icon. Velcro each icon in the specific area. Follow the steps below:

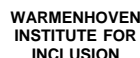
1. Ask child to check the schedule while giving him/her the check icon.
2. Child places check icon on the Velcro dot at the top.
3. Child takes off the icon at the top of the list.
4. Child holds that icon as he/she walks to the corresponding area.
5. Child matches icon with the icon in that area by velcroing it on top.
6. Child begins to play in that area or with specific object.

If the child gets distracted while walking, then point to the picture as a reminder of where to go next. At the end of the day, the staff can walk around the classroom and cleanup the matched icons and put them back on the class schedule for the next day.

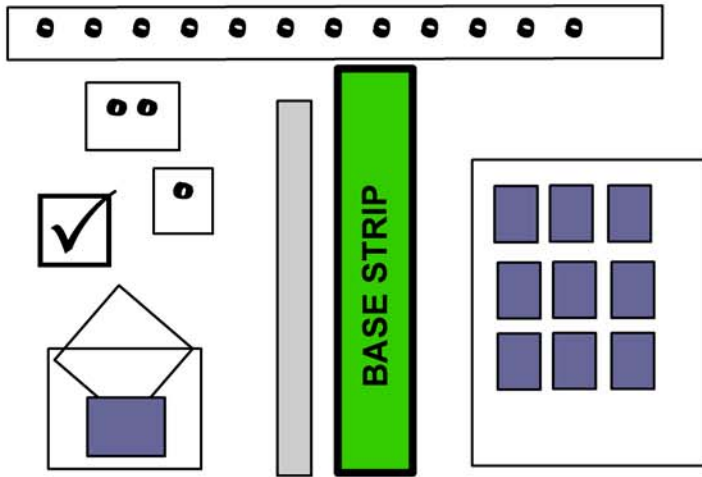
The schedule is designed to be placed on the side of a child-size bookshelf.

This document is also located on our website www.inclusioncollaborative.org

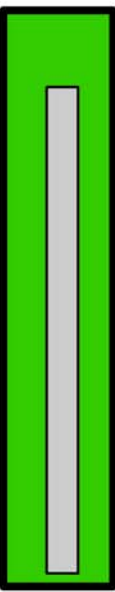
Supported by:



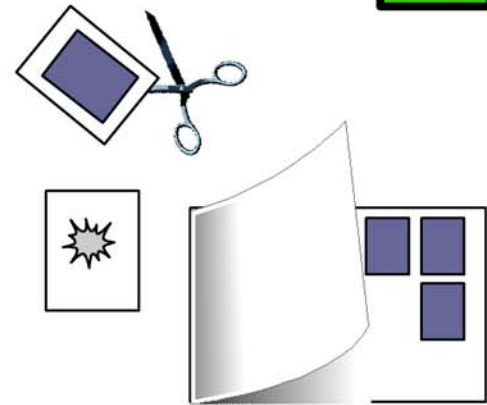
Schedule Board: Supplies and Instructions



1. Trim the excess laminate from the strip.
2. Apply the 20" Velcro piece, centered, starting at the bottom end of the base strip. This will leave about 2 inches without Velcro at the top.

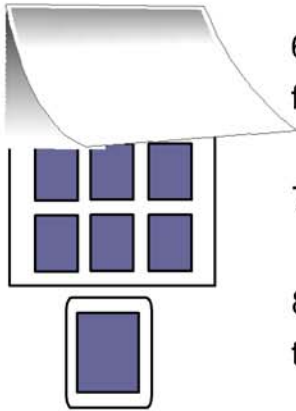


3. Take the icon sheet and cut each icon close to the border. **DO NOT** cut off the border.



4. Apply a small amount of glue stick to the back of the icon. Place it inside the laminating pouch.

5. Leave about 1/4" as you lay down each icon in the pouch.



6. Insert the pouch into a paper carrier sheet. Insert that into the laminator, folded side first.

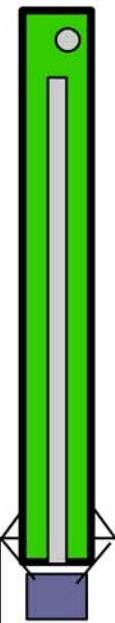
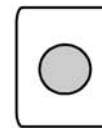
7. Carefully remove laminated sheet from the carrier, **IT WILL BE HOT.**

8. Trim the icons again. This time leave a portion of the clear laminate around the piece. **PLEASE ROUND THE CORNERS.**

9. Apply a soft Velcro dot to the center back of each icon.

10. Place a hard Velcro dot in the upper right hand corner of the base strip. This will be for your "Check icon".

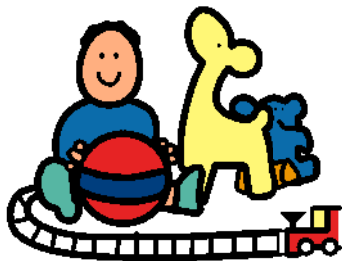
11. On the **BACK** of the base strip, apply 2 hard dots to the bottom edge. Match the 2 soft velcro dots to the hard ones, leaving the backing on. Position the open envelope to the bottom of the strip. Peel the backing off the soft dots and press firmly. Your envelope should be attached to the base strip.



playground



play



wash hands



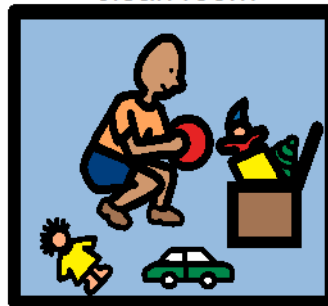
toilet



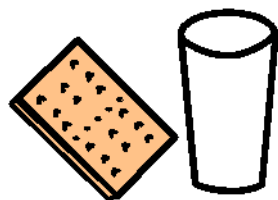
table top activities



clean room



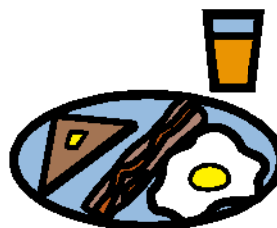
snack



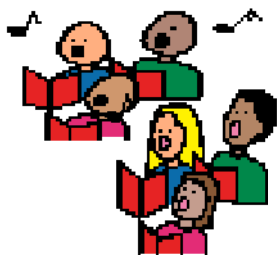
lunch



breakfast



circle time



home



read



check



all done

