

SUMMER 2020

SENIOR ACTIVITY LEADER SAMPLE TIMETABLE

CLASSIC COURSE	MORNING	AFTERNOON	EVENING
SUNDAY	HELP AM WITH ADMIN TASKS	OVER-SEE ACTIVITIES PLAN WALKING TOUR	BRIEF STAFF BEFORE ACTIVITY SET-UP ACTIVITY LIGHTS OUT DUTY**
MONDAY	GET ACTIVITIES ORGANISED AND STARTED ON TIME PLANNING	LUNCH SUPERVISION* STAFF OBSERVATIONS OVER-SEE ACTIVITIES	HELP AM WITH ADMIN TASKS
TUESDAY	DAY OFF		
WEDNESDAY	GET ACTIVITIES ORGANISED AND STARTED ON TIME PLANNING	ACTIVITY PLANNING OVER-SEE ACTIVITIES FREE TIME SUPERVISION*	EVENING ACTIVITY
THURSDAY	GET ACTIVITIES ORGANISED AND STARTED ON TIME PLAN EXCURSIONS	STAFF OBSERVATIONS OVER-SEE ACTIVITIES	OVER-SEE ACTIVITIES LIGHTS OUT DUTY**
FRIDAY	GET ACTIVITIES ORGANISED AND STARTED ON TIME FREE TIME SUPERVISION*	FREE TIME SUPERVISION* PLANNING	EVENING ACTIVITY
SATURDAY	PRE-DEPARTURE BRIEFING FULL DAY EXCURSION TO LONDON		EVENING OFF