



## DAILY ROUTINE

7.30am	Wake up - Wash - Tidy Room
8.15am	Breakfast
9.00am	Make Packed Lunch (Supervised by Assistants) (Morning Briefing for Visiting staff & Instructors)
9.15am	Outside Duties in Activity Groups (Supervised by Instructors/Assistants) followed by Activity Briefing by Instructor followed by Preparation time for Activities
10.15am - 4.30pm	<u>DAYTIME ACTIVITIES</u>
4 30pm	Return to Centre/Clean & Return Kit/Shower & Change
5.00pm	Hot/Cold Drink in the Common Room (Daily Review Meeting for All Staff in Staff Room)
5.15pm	End of Working Day for Centre Staff (except duty staff)
5.30pm	Records of Achievement in Activity Groups
6.00pm	Evening Meal
7.15pm - 9.00pm	<u>EVENING ACTIVITIES</u>
9.00pm	Free Time (Duty Instructor Leaves)
9.30pm-10.00pm	Bed-Time?
10.30pm	Lights Out (quiet)