A black background with a black square

Description automatically generated with medium confidence**Sample Out-of-School Time Program Schedules**

**Planner**

A purple rectangle with white background

Description automatically generated

**What to do:** Take a look at these sample schedules for summer, weekend, and afterschool programs with a mix of academic and enrichment activities. Then look at your schedule and decide if you need to add more detail.

**Why it matters:** Having a detailed program schedule helps you make sure nothing important is left out. Also, routines and predictability support student success: When students don’t have to worry about what comes next, their focus can be on learning.

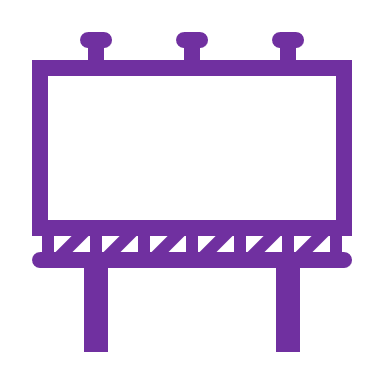
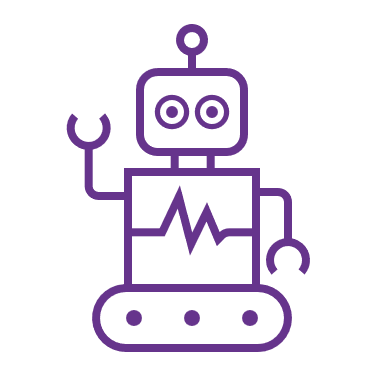
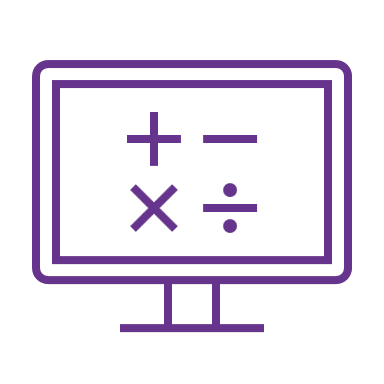
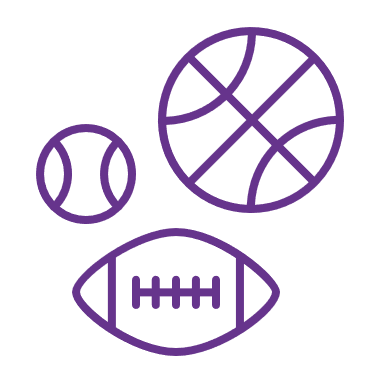
# Summer Program Sample Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **K-1** | **Grades 2-3** | **Grades 4-5** |
| 8:30 a.m. – 9:00 a.m. | Breakfast and connect with staff | Breakfast and connect with staff | Breakfast and connect with staff |
| 9:00 a.m. – 10:30 a.m. | Small-group literacy tutoring and literacy stations | Small-group literacy tutoring and literacy stations | Small-group literacy tutoring and literacy stations |
| 10:30 a.m. – 11:15 a.m. | Literacy enrichment | Recreation | Math enrichment |
| 11:15 a.m. – 12:45 p.m. | Small-group math tutoring and math stations | Small-group math tutoring and math stations | Small-group math tutoring and math stations |
| 12:45 p.m. – 1:15 p.m. | Lunch | Lunch | Lunch |
| 1:15 p.m. – 2:00 p.m.\* | Math enrichment | Literacy enrichment | Recreation |
| 2:00 p.m. – 2:45 p.m.\* | Recreation | Math enrichment | Literacy enrichment |
| 2:45 p.m. – 3:15 p.m.\* | Connect with peers and snack | Connect with peers and snack | Connect with peers and snack |

\*1:15 – 3:15 p.m. every Friday is our field trip.

# Weekend Program Sample Schedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Time** | **Grades 5-6** | **Grades 7-8** | **Grades 9-10** | **Grades 11-12** |
| 9:00 a.m. – 9:30 a.m. | Breakfast and connect with staff | Breakfast and connect with staff | Breakfast and connect with staff | Breakfast and connect with staff |
| 9:30 a.m. – 10:15 a.m. | Literacy enrichment | Clubs: Digital Art, Sports, Theater, Lego Robotics | Math enrichment | Small-group tutoring and independent practice using online math program |
| 10:15 a.m. – 11:00 a.m. | Small-group tutoring and independent practice using online math program | Literacy enrichment | Clubs: Digital Art, Sports, Theater, Lego Robotics | Math enrichment |
| 11:00 a.m. – 11:45 a.m. | Math enrichment | Small-group tutoring and independent practice using online math program | Literacy enrichment | Clubs: Digital Art, Sports, Theater, Lego Robotics |
| 11:45 a.m. – 12:30 p.m. | Clubs: Digital Art, Sports, Theater, Lego Robotics | Math enrichment | Small-group tutoring and independent practice using online math program | Literacy enrichment |

**     **

# Afterschool Program Sample Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Monday & Wednesday** | **Tuesday & Thursday** | **Friday** |
| 2:30 p.m. – 3:00 p.m. | Snack, break, and connect with staff | Snack, break, and connect with staff | Snack, break, and connect with staff |
| 3:00 p.m. – 3:45 p.m. | Homework help | Homework help | Student-led clubs |
| 3:45 p.m. – 4:00 p.m. | Check-in and stretch break | Check-in and stretch break | Check-in and stretch break |
| 4:00 p.m. – 4:45 p.m. | Tutoring and stations | Literacy enrichment | Math enrichment |
| 4:45 p.m. – 5:30 p.m. | Healthy living enrichment with partners from university | Recreation | Art |

*A plan is what. A schedule is when.   
It takes both a plan and a schedule to get things done.*

*—* Peter Turla



This resource was developed in 2024, and revised in 2025, by the Nita M. Lowey 21st Century Community Learning Centers (21stCCLC) National Technical Assistance Center (NTAC), funded under a grant from the U.S. Department of Education (Department) and administered by Synergy Enterprises, Inc. under Cooperative Agreement No. 287E230009 with the Department’s Office of Elementary and Secondary Education. Opinions expressed herein do not necessarily reflect the position or policy of the Department, nor does mention of trade names, commercial products, or organizations imply endorsement by the Department or the federal government. This resource is in the public domain and is available at [21stcclcntac.org](http://www.21stcclcntac.org). Authorization to reproduce it in whole or in part is granted.