

NOT FOR REPLICATION

LESSON
PLAN

Substitute Information

SCHOOL SCHEDULE

School Begins

A.M. Break

Lunch

School Resumes

P.M. Break

Dismissal

CLASSROOM SCHEDULE

Class Begins

No. of Students

Class Ends

Lunch Time

Lunch Count

GET HELP FROM

Teacher(s)

Student(s)

Secretary

Principal

Counselor

Nurse

Custodian

Transportation

DISCIPLINE PROCEDURES

DISMISSAL PROCEDURES

EMERGENCY PROCEDURES

DISASTER PROCEDURES

HEALTH/MEDICAL INFORMATION

Student(s) with Special Needs

Nurse Schedule

First Aid

AUDIO-VISUAL EQUIPMENT PROCUREMENT PROCEDURES

NOTES

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Seating Plans

CLASS _____ PERIOD _____ ROOM _____

CLASS _____ PERIOD _____ ROOM _____

CLASS _____ PERIOD _____ ROOM _____

CLASS _____ PERIOD _____ ROOM _____

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Year:

Schedule of School Events

DATE	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
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Schedule of School Events

Year:

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General Term Plan

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General Term Plan

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General Term Plan

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Teacher

School

Grade

Room

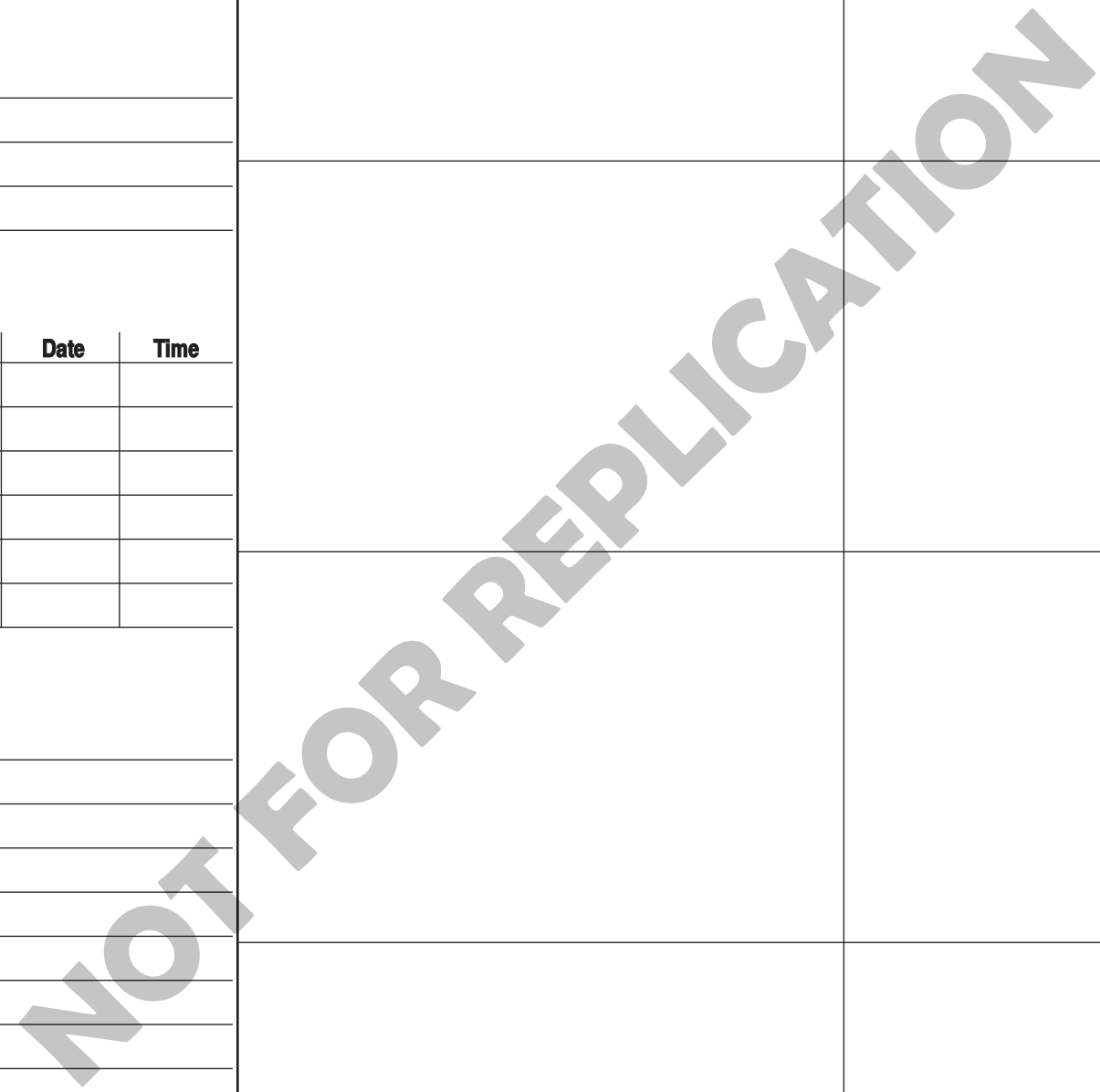
Opening Exercises:

Special Duties for the Week:

Special Events:

Activity	Date	Time

Notes:



WEDNESDAY

THURSDAY

FRIDAY

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Teacher

School

Grade

Room

Opening Exercises:

Special Duties for the Week:

Special Events:

Activity	Date	Time

Notes:

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WEDNESDAY

THURSDAY

FRIDAY

NOT FOR REPLICATION

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LESSON PLAN BOOK

- 6 SUBJECT/DUPLICATE
- 40 WEEKS

