

Substitute Procedures

Arrival: _____

Attendance: _____

Lunch Count: _____

Collecting and passing out papers: _____

Free time: _____

In the hall: _____

Fire/disaster drills: _____

Passes: _____

Classroom library: _____

Games: _____

Special classes: _____

Lunch: _____

Lockers: _____

Recess: _____