

Wood County Board of Developmental Disabilities

PROCEDURE

Procedure #: 02-WLS-ALL-0154 (CR) Subject: Standard School Day
Effective Date: 05-02-1988 Last Revision: 06-29-2012
Person Responsible: Director of Children's Services
Approvals/Date: *Wendy L. Jackson* *R. Spindel* *6/12*
Superintendent, WCBDD Date Department Director Date

PROCEDURE

1. Each class shall be in operation for a minimum of five and one-half (5-1/2) hours including lunch and rest periods.
 - a. The instructional day shall begin at 8:30 a.m. and dismiss at 2:30 p.m.
 - b. There will be a maximum of one-half (1/2) hour per day of supervised free time.
 - c. Lunch is served between 11:30 a.m. and 12:30 p.m. unless otherwise authorized by the Director of Children's Services. Instructors, assistants and specialists shall use the lunch period as an instructional time.
 - d. There may be a nap/rest period in the early childhood classes. Students in school program may have nap/rest period on individual basis only, with supervisor's approval.
 - e. Within two (2) weeks of the beginning of school instructors/specialists will turn in their daily schedule for the current school year.

Reference: Ohio Revised Code 3313.48

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