Inclusion Facilitator Transition Pack - Planning

Visual Timetable

**Why?** Timetables are used in lots of places to help us organise what we need to do, when and where we might need to be. Some examples of these are when we use buses and trains and for lessons in schools.

When we have to create a new routine, it can help us to feel prepared if we can see what we will be doing each day.

This activity can help you, together with someone at home or at school, to create a visual timetable so that you can see what each day will look like, what the different activities are and when you will be doing them.

You can then use this timetable to help guide you through each day and remind you of what you are doing and when.

The person at home or at your education setting will know what activities you will be doing and when.

They can:

- Make a structure of the week on paper or card. (You might want to include the times of key activities for example lunch time and home time.)

You can:

- Help to make lots of little pictures of each of your lessons and activities.
- Blue tack or Velcro each lesson or activity in the right place each day.

**Helpful tip:**

You might need to keep updating your timetable as your lessons or activities might be different each week!

For more information about how we work please visit: [www.suffolk.gov.uk/children-families-and-learning/pts/if](http://www.suffolk.gov.uk/children-families-and-learning/pts/if)
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