

FAMILY FOCUS DAILY SCHEDULE

Listed below is the daily schedule for the **CARITAS** Family Focus Program, in operation at one congregation per week year-round.

Day Site - Families call the Homeward Central Intake (648-0592) throughout the day to find shelter space in our program. If space is available, families are asked to come to the Day Site, go through our intake process and meet with our Day Site Coordinator and are assigned to a Case Manager.

Afternoons – During the **school year**, children meet parents at Day Site after school and begin homework.

4:15 PM Families not already at Day Site arrive for transport to Host Site.

4:30 PM Vans leave Day Site for Host Congregation.

5:00 PM Vans arrive at Host Congregation.

5:30 PM Approximate time for dinner.

6:30 PM Begin evening quiet time.

8:00 PM Conclude evening homework/reading and begin getting ready for bed.

9:00 PM Lights out in sleeping areas and bed time for all clients.

10:00 PM Quiet time for everyone.

5:30 AM Breakfast should be available and wake-up should begin.

6:15 AM Assistance should be given to families lagging behind.

6:30 AM Lunches are distributed to staff; families board vans and depart.

7:00 AM Families arrive back at Day Site; children leave for school.

Special Departure Time for Sunday & Saturday Mornings – The departure times will remain the same for your entire week except for Sunday morning and your last Saturday morning, when the vans arrive ½ hour later. **Virtually all shelter weeks run from Saturday night through Saturday morning.**