**Sample ORIENTATION Schedule**

**Monday: Pembroke**

9:00am-9:20am  Welcome, St. Francis Mission & Values  
9:20am-9:40am  Life at Cushing- our folks  
9:40am-10:00am  Code of Conduct, Ethics, Goals, Philosophy, Best Practice  
10:00am-10:15am  BREAK  
10:15am-11:30am  Hire Letter, Job Description, Policy Manual  
11:30am-12:00pm  Payroll, Benefits  
12:00pm-1:00pm  LUNCH (on own)  
1:00pm-1:30pm  Overview of Student Services  
1:30pm-2:30pm  Professional Standards Boundaries, Confidentiality  
2:30pm-3:00pm  Relias

**Tuesday: Student Services- Pembroke**

9:00am-10:00am  Emergency Procedures, Fire Safety, Transportation  
10:00am-10:30am  Clinical, Trauma, Bullying  
10:30am-11:30am  Abuse and Neglect, Mandated Reporting, DCF, Civil Rights, IEP process, Student Records  
11:30am-12:30pm  Therap, Neutral Writing  
12:30pm-1:00pm  LUNCH (on own)  
1:00pm-3:00pm  Med Administration, Side Effects, Seizures, Epi-Pen  
3:00pm-3:15pm  BREAK  
3:15pm-4:30pm  PBIS  
4:30pm-5:00pm  Behavior Support Procedures, Runaway policy

**Tuesday: Adult Services- Hanover**

9:00am-9:45am  Valued Roles, Human Rights  
9:45am-10:30am  Abuse and Neglect, Mandated Reporting, DPPC,  
10:30am-10:45am  BREAK  
10:45am-12:00pm  Therap, Neutral Writing  
12:00pm-12:45pm  LUNCH (on own)  
12:45pm-1:15pm  Pathways to Friendship  
1:15pm-2:00pm  PBS  
2:00pm-2:15pm  BREAK  
2:15pm-3:30pm  Blood Borne Pathogens, Universal Precautions  
3:30pm-5:00pm  Water Safety, 509, OTC, Natural Disasters, Fire Safety, Transportation

**Wednesday: Pembroke**

9:00am-11:30am  First Aid  
11:30pm-12:30pm  LUNCH (on own)  
12:30pm-3:00pm  CPR, AED

**Thursday: Pembroke**

9:00am-12:00pm  Safety-Care  
12:00pm-12:30pm  LUNCH (on own)  
12:30pm-5:00pm  Safety-Care

**Friday: Pembroke**

9:00am-12:00pm  Safety-Care  
12:00pm-12:30pm  LUNCH (on own)  
12:30pm-5:00pm  Safety-Care