

Checklist for Timetable

Use this as success criteria for your Timetable, remember your timetable has to contain all three pools and when they open throughout the week. It also has to have a timetable for two of the sessions that take place in the pool. Tick the boxes and ask your teacher to double-check your work before you print off a copy

Have you remembered the following:

The Allenwood logo

A description of what table shows

Contact details

A table with suitable headings

Three pools

Days of the week

Opening times

Social sessions times

Is your timetable:

Legible

Eye catching

Suited to the audience

Fit onto one page

Free from spelling errors