



### 5-Day Curriculum

	Monday	Tuesday	Wednesday	Thursday	Friday
7am		Morning buddy system / 1st rotation			
8am	Who & why we're here / Facility tour / Summary of daily events	Grooming communications / Service options		Meal prep & delivery / Breakfast hot topics	Job Descriptions, onboarding, HR documents
9am	Orientation checklist / Stress signals / Body language	Bathing / Cattery care topics		TLC play - the daycare alternative	Staff selection / Training / Retention by department
10am		Daycare specific care & health topics		Enrichment, fitness & obedience training	Bonus structures / Commission agreements
11am	Documentation of appetite, elimination and feedings / Walk-thru / Medication protocols	Lunch		Lunch w/Jenn	Staffing-to-volume by dept / Software & sales tracking / KPIs
12pm	Lunch	Healthy Care Warranty program / Records, ERFs & contracts	Pet intro & exit evaluations / Belongings inventories	Staff Meeting	Lunch
1pm			Daycare group selection / Evaluations	New clients & add-on sales / Building current clients	Certifications / Professional Associations
2pm	Manager Meeting	Tough client conversations / Long-term, breed & age-specific topics		Reservation Specialist	Occupancy / Pricing / Chart of Accounts
3pm	In-wall vac system / Chemicals / Room service	Emergencies / After-hours client care/ Vet care & consults / Changes in behavior or health	Lunch	Advertising other, report cards & parties / Marketing	Client-led topics
4pm	Product & equipment needs & suggestions		Checking in & out a pet (Office) / Client info forms	Daycare exit evaluations / Closing groups	Client-led topics
5pm	Dinner with Lockers		Client intro/exit interactions (Lodging)		
6pm			Meal prep & delivery / Dinner hot topics		
7pm			Lodging chores / Facility maintenance		
8pm			Final rotation / Open & closing topics		