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WELL  
PREPARED  
TRAINING

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# WORKING FROM HOME

**WITH KIDS**



**WORKING FROM  
HOME TAKES  
SOME GETTING  
USED TO**

**HAVING THE  
KIDS ADDS AN  
EXTRA  
DIMENSION**

**5 TIPS TO MAKE IT EASIER**

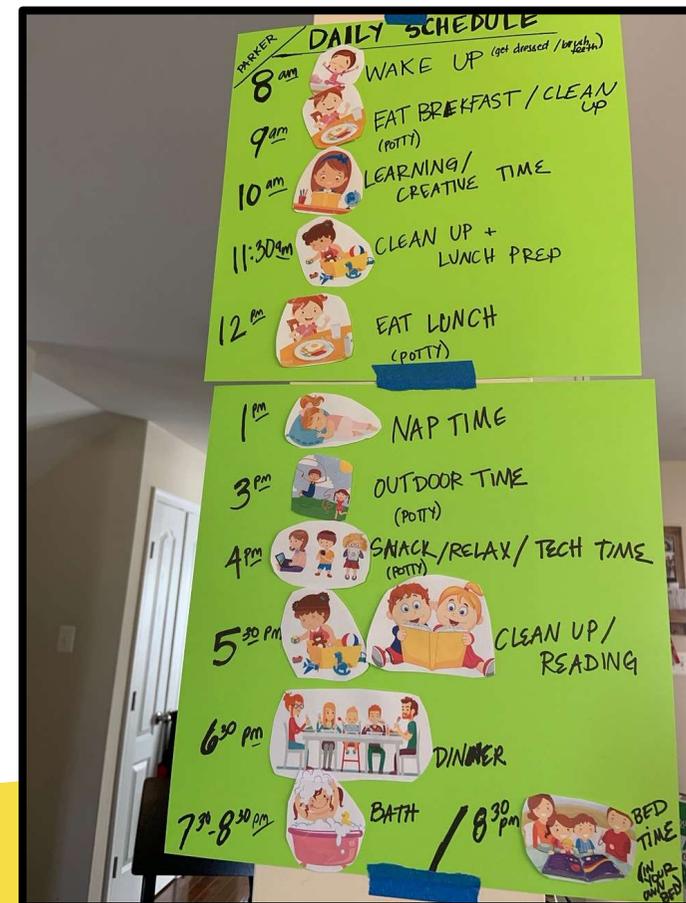
# CREATE A SCHEDULE

Every parent knows that kids need routine. It keeps them feeling safe and secure.

At work we're also used to daily structure. Take some time to create a Kids Schedule and make sure to factor in the whole day. Make it bright and colorful and get that schedule up on the wall for all to see. Use the schedule to help you create the workday you need too.

- **Consider including:**

- Breakfast
- Homework
- Breaks & Lunch Time
- Exercise
- Fresh air
- Tablet or TV Time
- Creative Play
- Arts & Crafts
- Chores
- Reward Charts
- Tuck Shops



# COMMUNICATE. A LOT.

Normal levels of communication just aren't going to cut it right now!

You need to be super-clear, repetitive and engaging with your messages. Life feels strange for kids right now and that can be distracting. Consider the best way to get the messages across to your family.

Remember to over communicate at work too. You need to share the way you are working and the impact having kids at home might have to your own day and workload.



## Consider

- A poster
- House rules
- Blackboard messages every day
- Breakfast Briefings with the Kids
- Keep talking
- Check in on each child and see how they're doing
- Change the message delivery style to match the child you're talking to
- Communicating with the work team to keep them up to date on how you are adapting

## SET SOME RULES.

You might just need to let extra TV and tablet time save the day.

You need to set some clear rules where you can work with the kids.

What times can they talk to you and when do you need some grown up work time. What are the rules of the day?

You might not have the luxury of an office, but you need to find somewhere that can be your work place so the kids understand the boundary lines.

Try a bedroom, a cupboard or even an office or utility room!



### Consider

- Put some signs on the door
- Use the rules and schedule to help you
- Create a family charter
- Use TV and Tablets to distract and entertain to help you do your job when you need the quiet time
- Commandeer the dining room table
- Turn the breakfast bar into a business bar

## TAKE A BREAK.

Without the routine of an office and other people around you it's easy to skip breaks and lunch.

This is the quickest way to burn out so it can be useful to synchronise these times with the kid's schedule.

Making breaks and mealtimes a family thing can help in stressful times and it's a great way of ensuring everyone involved gets time away from screens.

Try putting the kids in charge of break times and organise some healthy treats to keep everyone's energy levels up.



### Consider

- Different treats on different days
- Set alarms to remind everyone
- Eat in different places to mix it up
- If you can use outside areas, then do so
- Allocate different breaks and meals to different family members to organise
- Block out the times in your diaries so colleagues can see it as busy time

# MAKE IT FUN.

Remember when you were at school?

We all had lessons we hated, and those we loved. The ones we loved were always FUN!

If you've suddenly found yourself a teacher as well then try your best to find ways to make things fun and exciting.

Challenge yourself to think outside the box.

How about using points, money and other rewards (Maths) to get the kids to add and subtract and use the money to buy things from your tuck shop?



## Consider

- Use outside areas if you can
- Block everything up into small time chunks
- Use the educational TV and Tablet activities to help
- Get the supplies in and get crafty and colouring where you can
- Don't be afraid to get stuck in and enjoy the fun, it will be a great stress buster for you too.
- Let the kids come up with ways to learn and have fun too

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