

## Keeping A Schedule

During the coming days and weeks, as distance learning becomes an important conduit between your student and their education, it will be important that your student maintains a schedule that is conducive for engaging in the on-line resources that will become available. Tips for maintaining a schedule begin with a reasonable bedtime preceded by a reduction of screen-time, which allows the body's natural sleep cycle to emerge. After a full night of sleep followed by morning routines such as breakfast and showering, your student may allot blocks of time to spend on distance learning activities. The amount of time that a given child can spend in concentrated effort varies from individual to individual. Some children do better if they can sink into a task for a longer time. This type of learner may work for 90 minutes to 3 hours at a time without fatigue. Other children do better if they divide their effort into smaller blocks of time with frequent breaks. This type of learner may work for 20 or 30 minutes at a time with sufficient break time in between. For some students, it may be useful to utilize a timer in order to carve out the dedicated study times. For some, it may be useful to post a visual schedule or a checklist that can guide the amount of productive work that is accomplished in a given day or week. During break times it is a good idea for students to engage in relaxing or recreational activities including those that involve fresh air and exercise, which research has shown improve mood and concentration. It is recommended that parents sit with their children to discuss their approach to this new learning environment and to solicit their ideas in a problem-solving format. This collaborative strategy will elicit more buy-in from their children and encourage a sense of control and self-empowerment. The following is a list of talking points that parents can use while discussing scheduling issues with their child:

- The importance of a good night's sleep for increased productivity during the day.
- The importance of shutting down devices prior to bedtime.

- The importance of scheduling dedicated study time throughout the day in manageable blocks.
- The importance of physical activity to complement study time.