



# You Can Do It (YCDI)

## Organisation - Setting Goals



suggestions to help develop your child's organisation skills.

### ORGANISATION

Organisation is a very broad, embracing foundation that underpins success in many aspects of life. Planning for a successful trip provides us with a good metaphor to demonstrate the key elements of organisation:

- Destination (goal)
- Road Map (time management)
- Transport (the materials and a place to work)

Program Achieve is designed to increase student awareness of the important elements of organisation. Goal setting is one such habit practised at school. Research indicates that students who set goals tend to be more committed, make more of an effort and learn to monitor their own learning progress and as a result, achieve better than students who do not set goals. Goal setting is quite straight forward.

### 'Good Goals'

It has been found that the most effective goals for students are:

- Moderately challenging
- Concrete/Specific (e.g. *a particular task to accomplish or a score to achieve in a test*)
- Short Term (*one to two weeks*)

The more such habits can be reinforced, both at school and at home, the more effective and 'automatic' they will become for students.

So what can you do to help? Here are a few

1. Set goals yourself and share the success or otherwise of them with your children.
2. Set up a list of morning or afternoon routines for kids to follow, which are age specific, on the fridge and organise small rewards when goals or responsibilities are achieved. A realistic expectation might be R-2 students having two responsibilities before and after school while those in Year 3-7 can work on three tasks. These tasks, which can take 10 to 15 minutes to complete, help children learn organisation skills.
3. Organise a quiet, well-lit space for your kids to complete homework.
4. Insist on the '*pain before pleasure*' motto. This ensures that homework is completed before any play-time.
5. Use some behaviour specific feedback when you catch your kids being organised, such as:
  - *I can see you are intent on achieving your goal.*
  - *Without goals, it is harder to do your best.*
  - *I see you have all your things ready. You are planning ahead.*

Communication books, diaries and reading logs are all tools that help kids to be prepared. With all new learning come some hiccups. Keep persisting and insisting on your children being organised at home and at school. We urge you not just to read this but actually be proactive and do it with your children.

### What have you got to lose?