The background is a solid dark blue color. It is decorated with various abstract shapes in three colors: teal, yellow, and red. These shapes include thick curved lines, solid circles of different sizes, and rounded rectangular bars. Some shapes are partially cut off by the edges of the frame. The text is centered in the middle of the image.



**Balancing online
schooling and
working from home**



01

Create Good Communication

Creating good communication between young people and others at home will be very important during this time. It could be the difference between balancing and negotiating everybody's different needs or increasing conflict in the household.





Create Good Communication

Communicate Early

Start conversations and model talking early when you are noticing things aren't working so well or there are differences in priorities, expectations or people's needs being met in the household.

Take a 'you and me vs the problem' approach

If you think about any problems coming up 'side by side' rather than 'you vs me' you are more likely to get a good outcome for everyone. This includes letting everyone have a turn to express their perspective, expectations and opinions in a respectful way.

Use 'I' statements rather than you statements

Using 'I' statements to express our perspective or needs helps us to own what we are saying rather than giving a sense of blame that can happen with 'you' statements.

Acknowledge and summarise what each person has said



This shows you're interested and listening to the other people. When we feel our perspective has been heard and understood we are more able to listen to what the other people have to say.



02

Consider & manage your expectations

Each household will be managing different things during this time. For some households, those working from home are going to need to prioritise work and won't be available for online schooling support. Other households will have more flexibility in moving between supporting online schooling and working.



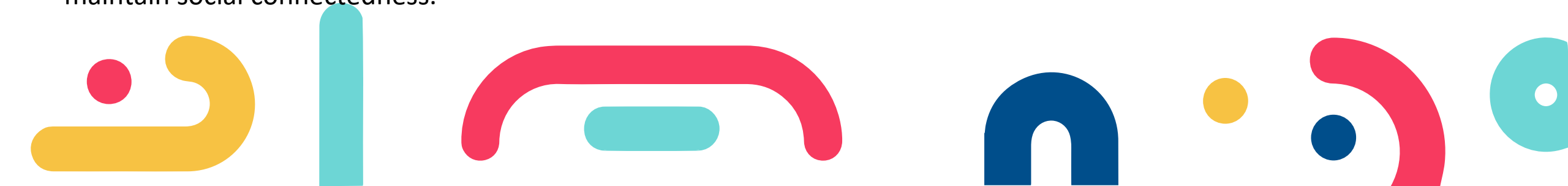


Consider & Manage Expectations

It is okay if you are not always available or if young people aren't completing all of the allocated tasks during this time. If this is happening some things to think about include:

- using the communication tools discussed to have a conversation with the young person and ask them about what feels reasonable and manageable. Once they have come up with some ideas, negotiate and work together to come up with an agreed solution.
- keeping the communication with teachers going so that they are aware of what is happening for the young person during this time.

Usually school time and work time is a time of social contact for young people and adults too. Discuss expectations around talking to friends during school or work time and encourage peer to peer connection in an appropriate way to maintain social connectedness.



03

Create A Routine

As much as possible try to keep to a normal routine for online schooling and working from home. It can be easy for work time, school time and home time to merge into one which can be overwhelming at times. It can be good to create routines to differentiate this time and support being able to 'switch off' from work or school time.

Create a Routine

Some ideas around this could be:

- taking a walk around the block or exercise when you finish work/school to mimic your usual travel home time (whilst still obeying the COVID-19 restrictions)
- packing down your work space at the end of your work day, closing computers and putting books away. You may even want to cover your station with a blanket
- changing into different clothes for work or study time and home time.





04

Foster Independence

Young people are usually independent during their school day without the support of care givers to guide their work. Wherever possible, try to encourage this to remain the same.

Foster Independence

Take some time to talk to them and ask them about what they would normally do if they got a bit stuck at school with some work or don't know quite what to do. Some ideas might include:

- sending a question to the teacher
- asking their friends.

Independence also includes things like encouraging young people to make their lunch, choose what to do at breaks or lunch time and setting up their work space.





05

Use your resources

Think about the resources that you have around you.

Use Your Resources

This may be adults in the household taking turns to provide support to young people. If this is not possible, there may be other extended family members or friends that have special skills in areas such as Maths or English that young people can reach out to for support with tasks online or via phone when required.





06

Get Creative & Flexible

There are many ways of learning and different areas of learning for young people. As young people develop they are learning how to be independent and complete the tasks of an adult.





Get Creative & Flexible

The online learning environment creates an opportunity for young people to have the time to learn different skills associated with this process. These skills might include:

- cooking a meal for the household
- helping out with chores
- taking care of the garden.

Remember to use the communication ideas in thinking about and trying out these ideas. Ask young people what they are interested in learning and negotiate to come up with what will be appropriate for your household.

If online schooling support is required consider whether these tasks could occur outside normal school hours so that you are able to provide support during non-work hours.





07

**Take Regular
Breaks**



Take Regular Breaks

Stepping away from the computer, getting some fresh air and stretching is important for everybody.

If you do this on a regular basis everybody in the house will be more productive in their work and learning.

It also supports good physical and mental wellbeing.





08

Model Self- Compassion

We are experiencing something very unusual and unprecedented at the moment with the transition to online schooling and working from home.

Model Self-Compassion

Remember, nobody is going to get this perfectly right. Lots of people are experiencing increased stress and anxiety at the moment and that is really understandable.

It is important to take care of yourself during this time. If we can model self compassion, talking about our experiences and looking after ourselves to young people, they are more likely to practise this themselves.



