

Time Management Strategies for Busy Families

Modern-day parent: too much to do in too little time.

Who's picking Terrence from soccer practice? How are you going to be at netball training and piano lessons at the same time? How does the busy family do it? Some of these tips may help.

Spend enough time sleeping

If you do nothing else, prioritize your sleep so that you can thrive. If you are under-rested you are more likely to waste time all day. Schedule sleep like any other activity and go to bed at bedtime so you can function the next day. And enforce your kids' bedtimes too, it's good for them.

Plan Ahead

Write everything in a calendar and assess at the beginning of each week what is coming up. For example, if you have sports training late one night, plan a simple dinner.

Sometimes it's not always easy to keep tabs on everything. Here are some of the top rated organization Apps:

- Wunderlist – Use it to manage multiple lists, set reminders, and keep track of important notes or documents.
- Time Timer – Have trouble focusing? This app shows the time passing, which motivates you to stay focused on the task.
- Evernote – This do-it-all app allows you to manage to-do lists, scan business cards, receipts, documents, and handwritten notes, plus record voice memos.

Embrace the power of “No”

If COVID19 has taught us anything, I hope it is that slowing down and some family time is great for your mental health. We look back and think how we possibly squeezed everything into our schedule.

Saying no can be tough, but it is a skill that frees up time you wouldn't otherwise have. Further, watching you enforce limits teaches your kids the value of setting boundaries.

Special time

Special time is a period of several minutes set aside every week to focus one-on-one with each child. It's a date we put on our calendars and show up for, even if our child has misbehaved. Special time is predictable, reliable and consistent. Through special time, we gain our kids' cooperation, help, goodwill and humor.

“Special time is always the first suggestion for improving the parent-to-child connection. During special time, we turn off all devices and dive head first into our child's world for 20 minutes or so.”

Kathy Hedge, Executive Director of the Parent Education Program (PEP).