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Organize Your Kids This Summer

By Barbara Myers

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As your children enjoy their warm-weather playtime outdoors, try these tips to keep them safe and organized.

1. Place a large plastic container on your back porch or deck. Make sure it's big enough to hold all their outdoor toys. Insist on a daily clean-up time.
2. Fill a cooler with ice, drinks, snacks and wipes so kids won't need to go in and out of the house as much.
3. Set up an "outdoor supply box" filled with hats, sunscreen, sunglasses, flip flops, towels, bug repellent and a small first aid kit. Keep it near the door.
4. Keep sand and water outside by placing a mat and tub for soiled shoes and clothes near the door.
5. Store a tire pump and wrench near kids' bicycles. Teach kids how to inspect their bicycles weekly.

Barbara Myers is a professional organizer, speaker and writer. Enjoy a FREE time management tips booklet, meal planner and daily organizing checklist at <http://www.ineedmoretime.com>

Moms: 7 Tips to Organize Your School Kids

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1. Place near the door a rack for outerwear and a shelf or mat for shoes. Have kids deposit their coats, hats, gloves, shoes upon entering. Each evening, they replace with tomorrow's shoes and jackets.
2. Have kids empty their backpacks when they arrive home. Provide a basket in which they can place anything for parents' review.
3. Make sure your kids have a well-lit place to do homework. Teach them to use in/out trays to ensure no homework is missed.
4. Give them chores. Teachers report that kids who regularly do chores at home are more responsible in the classroom.
5. Help kids manage their time. Teach them to list all their responsibilities (chores, homework, soccer practice) and how much time each will take.
6. Prepare each evening. Pick out clothes and shoes. Pack lunches. Set out breakfast. Place backpack by the door.
7. Make an out-the-door checklist. Note everything they need to take to school. Post it on the door.

Barbara Myers is a professional organizer and author of The Complete Guide to Organized Parenting. FREE "50 Ways to Manage Your Time" Tips Booklet. Visit <http://www.ineedmoretime.com>

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