

6 Steps to Creating a Routine



This document is a guide that accompanies Lifestart's *Thriving in Your Daily Routines* webinar.

Step 1 Choose a routine

Choose one routine to start with. For example the morning routine, mealtimes, arriving home from school, bath time or bedtime.

Or you can choose part of a routine. You would do this if you have a routine that you are mostly happy with, but there is a consistent time when it fails. For example, if the morning routine runs quite smoothly except for getting dressed, then choose that aspect of the routine to work on.

Step 2 Write down each of the main steps that occur within that routine

List them in the order that they occur.

Step 3 Think about the smaller actions that occur before and after each of these steps

It is up to you how much detail you wish to include. The more detailed you are, the more awareness you will have around all of the smaller actions involved within the routine.

Step 4 Evaluate your routine

What steps currently work? What is not working? Is it realistic and achievable?

Step 5 Write your new routine

Some routines may have more steps than others, this will depend on what works for you. When writing down the main steps that occur, consider whether you wish to include any of the smaller actions you identified in Step 3.

Step 6 Make it visual

How you display your routine is completely up to you - but be sure to put it where you can see it, refer to it and, use it as your guide. Put it where you can see it often, for example, on the fridge, on a whiteboard or laminated and placed on the wall in the room where that specific routine may be occurring. The important thing is to have it there for your reference.

This may look like a time-consuming task, but once you get started you will find it does not take as much time as you think. Once you have completed Step 6 you are ready to start straight away.