

Develop Adaptability Skills With **Flexible Schedules**

We all do better when we have structure in our days; however, schedules can change from day to day and sometimes at a moment's notice. Teaching learners how to use a flexible schedule or checklist can help them to structure their day and to cope with changes.



CREATE

- **For readers:** Write a list of the day's activities/tasks on a whiteboard or paper. Review throughout the day, check off, cross, or erase completed tasks.
- **For those who do better with visuals:** Represent activities/tasks using pictures or objects. Review with the learner and place in an "all done" basket when complete.



DEMONSTRATE

- Show how the schedule/checklist works and what a change looks like (e.g.: items added or crossed out; a "surprise/change" icon)



START SMALL

- Make a small-impact change that will not cause frustration. Use and teach coping strategies, such as replacing a non-preferred task with a neutral or preferred task.
- Once the learner consistently adapts to several minor changes, introduce a moderate change.



REINFORCE AND PRAISE

- Provide praise and reinforcement when the learner copes calmly with change and moves to the next activity.



DOCUMENT PROGRESS AND ADJUST

- Take data and adjust as required.
 - What level of support does the learner need to use the schedule successfully?
 - How does the learner respond to change(s)?



CELEBRATE

- Acknowledge progress and small steps forward.

