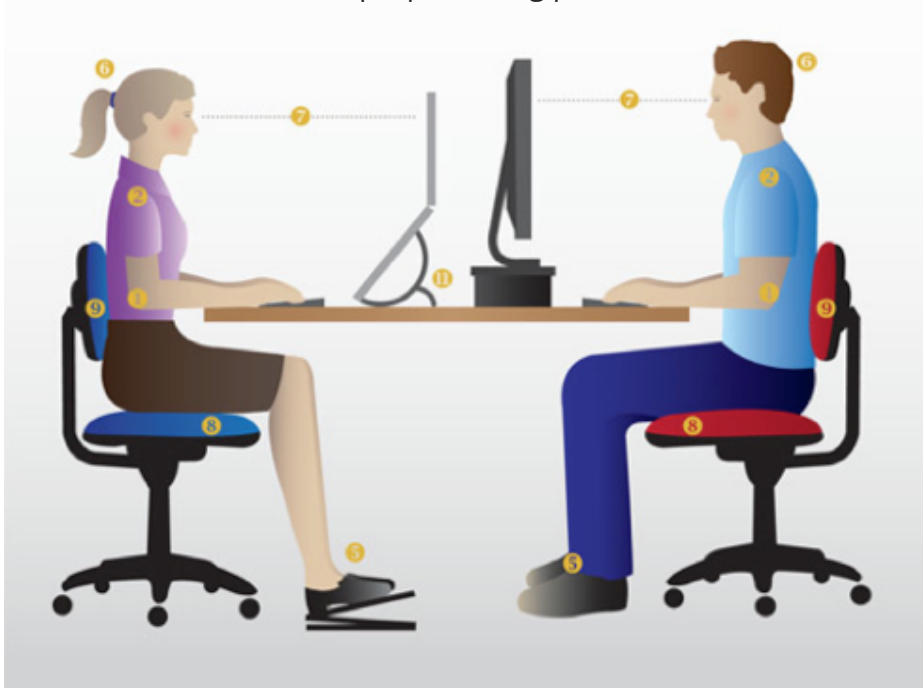




# POSITIONING

## PROPER SITTING POSITION

A proper sitting position will allow a child to learn, use his/her hands, and attend more effectively.



**1 Elbows**

Above the desk, at 90-110 degrees

**2 Shoulders**

Relaxed as opposed to hunched

**3 Wrists**

In line with forearms

**4 Hips, Knees, Ankles**

At 90 degrees whilst seated

**5 Feet**

Flat on the ground or footrest

For prolonged standing, consider a mat

**6 Head**

Upright with ears aligned with shoulders

**7 Eyes**

Looking at the top third of the screen.

Consider the use of a laptop raiser with your laptop

**8 Seat length**

Should be long enough to provide support beneath thighs

**9 Backrest**

Angled at 90-110 degrees with adequate lumbar support in line with lower back

**10 Keyboard and Mouse**

G and H of keyboard aligned with your nose. Mouse gripped loosely

**11 Laptop**

Used with a riser, external keyboard and external mouse



### *When seated at a desk:*

- Feet should be placed flat on the floor, if necessary a foot block or phone book may be placed under the child's feet.
- Child should sit with back supported.
- Child should have appropriate posture with a 90° angle at the hips, knee's and ankles.
- The table should be approximately 2 inches taller than the child's elbows so his arms rest on the table.
- Paper should be turned approximately 45° counter clockwise for a right handed student and clockwise for a left handed student.



# ALTERNATIVE SEATING OPTIONS



**STANDING**



**TALL KNEELING / HALF-KNEEL**



**THERAPY BALL or DISK**



**PRONE**

## *Help your seat help YOU*

- some of us like to sit still
- some of us like to move
- sometimes sitting still helps us work
- sometimes moving a little helps us work

## **It is not about what you like, but what helps YOU work!**

1. Know what helps you WORK
2. Choose the BEST working seat for YOU
3. Use your seat the RIGHT way
4. If you can NOT work, that spot is not the BEST for YOU



**AVOID!!!!**



### Check

- If child has a slumping posture
- If child is swinging their feet
- If child is sitting on legs
- If desk rest on their thighs
- If legs are wrapped around the legs of the chair
- If top of the tables comes up to their armpits
- If the child can't sit with their back against the back of the chair and their feet on the floor at the same time

# MOVEMENT



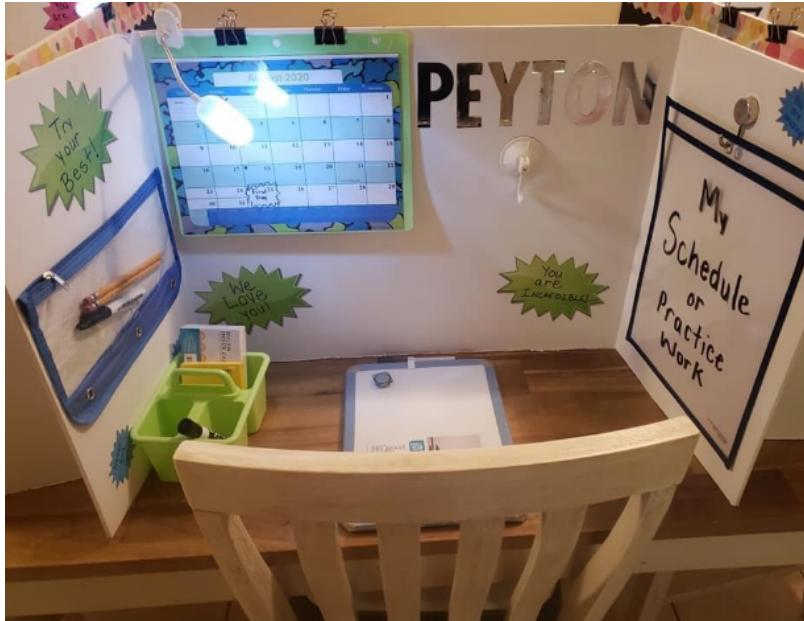
## TIPS

- Incorporate postural/alerting exercises before they begin doing work
- Include frequent movement breaks
- Provide whole body activities: pushing, pulling, lifting, playing, moving
- Include input to hands: squeezing, pinching, "fidgeting"
- PLEASE tailor to your child and supervise for safety

# SET UP

## KEEP AN UNCLUTTERED, CLEAN SPACE

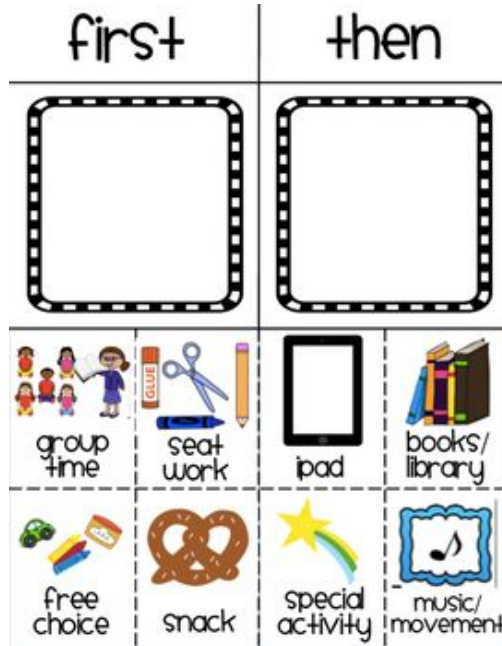
A student's environment and day-to-day activities can have a major impact on their ability to attend to an activity and learn. Every child is different so this is just an overview of accommodations that can be helpful for most children.



## TIPS

- Limit the amount of visual material on the walls or hanging from the ceiling.
- Store fine motor/math manipulative and other colorful activities in plastic boxes or cubbies out of the child sight.
- Limit the amount of auditory input by closing doors and windows. If a child is distractible, locate their desk away from doors, windows, fans, etc.

# ROUTINE



## TIPS

- Most children benefit from a predictable schedule.
- Each morning, review the schedule for the day. If there are changes from the typical routine, discuss these with the student. It may be helpful to use a picture schedule on the wall or child's desk.
- If possible, discuss unexpected events before they happen to allow the child time to prepare. It may be helpful to come up with a story about how the child should act in each situation.
- It may help with transitions to come up with a "clean-up" song or "new activity" song to help the child prepare for the end of one activity and the start of another.