

Visual Daily Routine

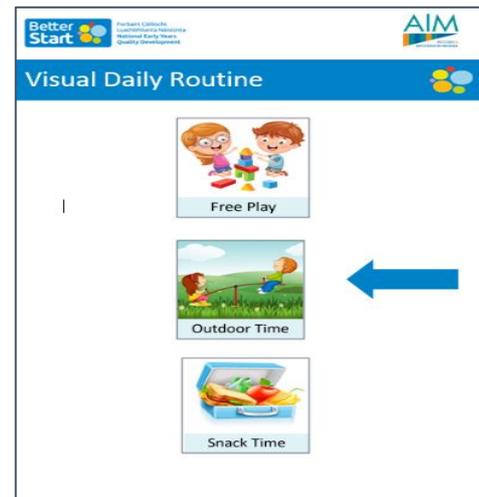
Tip Sheet for Practitioners



What is a Visual Daily Routine?

A 'visual daily routine' is used to help children anticipate transitions to upcoming activities and play experiences. It helps them to understand the planned order of events for a given period of time.

Visual daily routines consist of a combination of photographs and words that represent expected transitions and play experiences in the order that they are to be carried out- see example on the right. Visual daily routines can be used individually or for a whole group.



Why use a Visual Daily Routine?

Visual daily routines encourages children's independence and self-management skills, engagement with their routine, and promotes their social and emotional wellbeing. It provides children with predictability and consistency.

A visual daily routine is used to show children the activity that is currently taking place and the activity that will happen next. It helps children to make the transition to an upcoming activity or play experience and can be used to easily highlight any changes to the typical day.

Preparing a Visual Daily Routine

- Using Microsoft Word, open the 'Visual Daily Routine' template. The template is a resource for early years practitioners to use in their own pre-school room and can be edited to suit the needs of each ECCE session.
- Take photographs (or drawings) of activities and play experience that occur during the session. For example, a photograph of a lunchbox to represent lunch time. Use a plain

or white background- this will keep the focus on the activity rather than background items.

- Insert the relevant photographs into each image box.
- Write the name of the activity in clear bold writing under each photograph. This will encourage consistency of language among early years practitioners.
- Print out the photographs with the associated words.
- Cut out and laminate the pictures with the associated words.
- Laminate a separate A3 or A4 paper to use as a board for the schedule.
- Place the laminated page on the wall.
- Add one strip of Velcro to the back of each printed picture and corresponding strips of Velcro to the larger laminated page.
- Using the Velcro, attach the laminated photographs with words to the larger laminated page. Visual daily routines can be arranged vertically or horizontally. Choose how you would like to display your daily routine.
- A health professional may recommend a visual schedule for an individual child which breaks down tasks that have multiple steps. For example, a visual schedule for the steps involved in a toileting routine.

Using the Visual Daily Routine

- Position the visual daily routine on the wall, close to the children's eye level.
- At the start of the session, take time to tell the children what the plans are for the session by using the visual daily routine.
- Refer to the visual daily routine throughout the session. For example, 'Story time is finished and now it is lunch time'.
- Actively involve the children. Indicate when an activity or play experience is complete by turning over the picture card or putting it in a 'finished' pocket. Alternatively, use a large arrow to indicate which activity or learning experience is currently taking place.
- Acknowledge the children's successes when they transition from one activity to the next. For example, 'We have tidied up, well done! Now it is time to go outside.'
- Keep transitions throughout the day to a minimum and avoid unnecessary transitions.

Useful Links

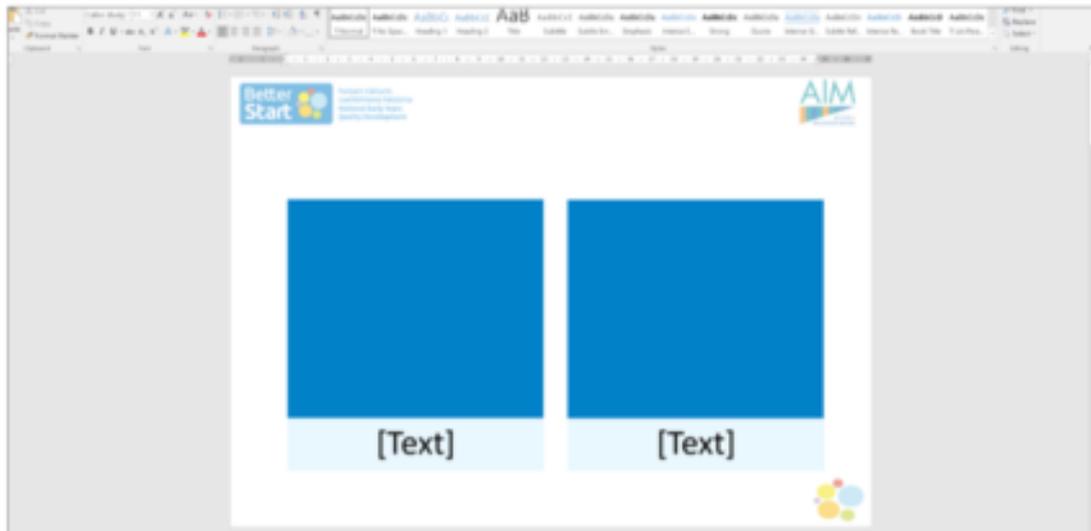
[Aistear Síolta Practice Guide - 'Self-evaluation Tool: Supporting Transitions \(Birth-6 years\)'](#)
[Aistear Síolta Practice Guide – 'Supporting Transitions: Overview'](#)

[National Council for Special Education - 'Home Routines for Children and Young People with Additional Needs' - Promoting Learning and Positive Behaviour at Home \(Resource 2\)](#)

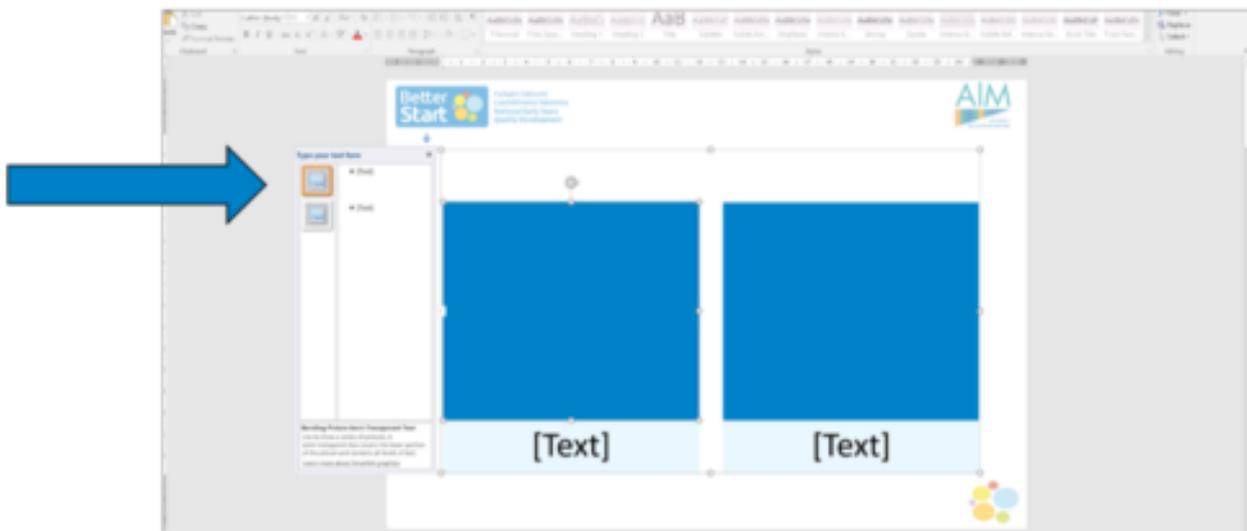
[National Center for Pyramid Model Innovations - 'Visual Supports for Routines, Schedules, and Transitions'](#)

Appendix 1

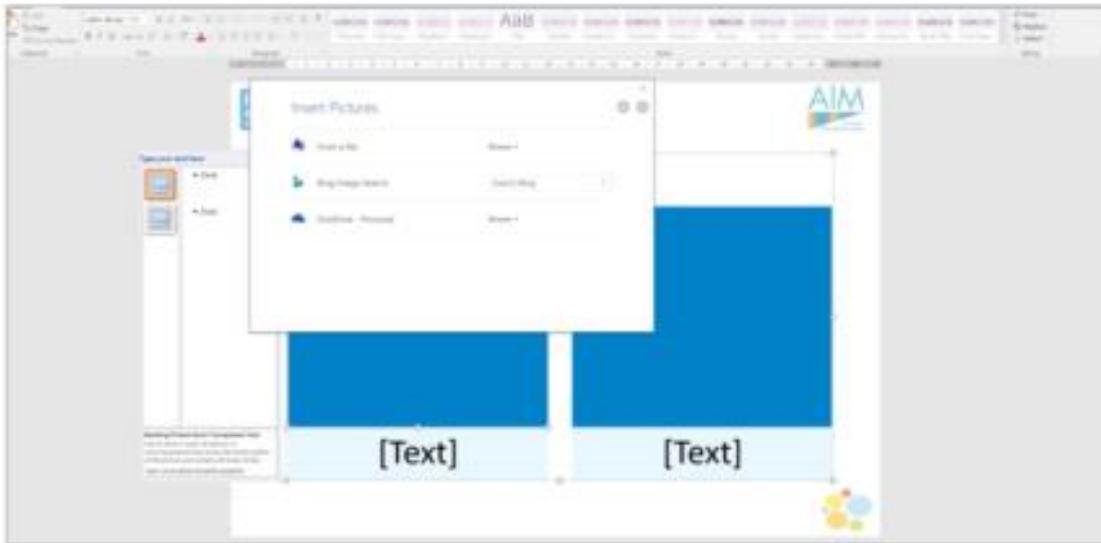
Editing the Template on Microsoft Word



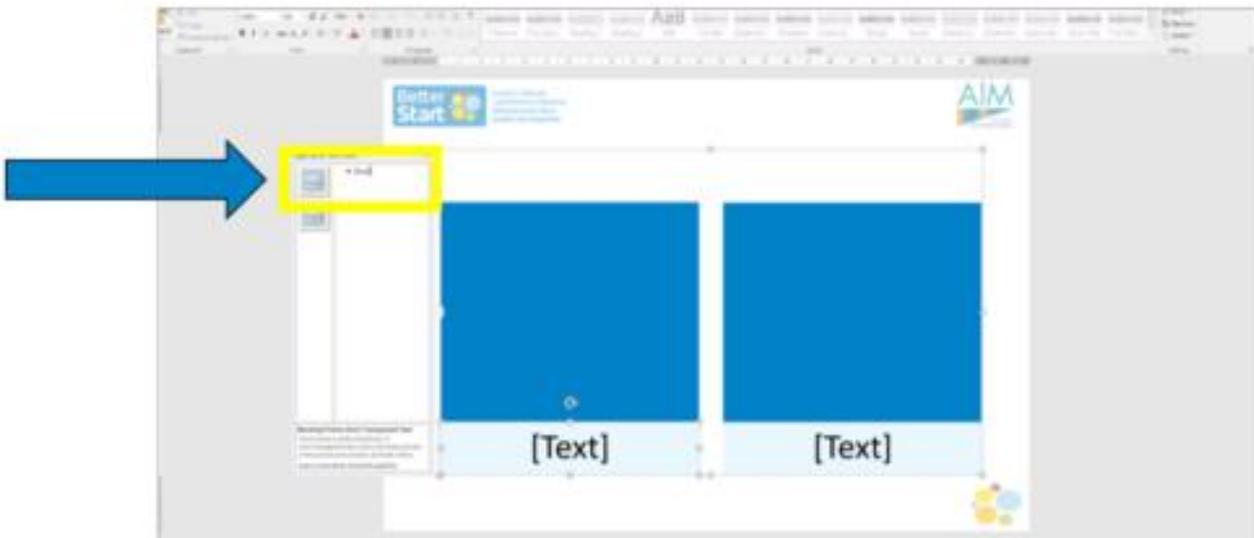
1. Open the blank template on Microsoft Word



2. Click on the template box. An additional window will appear to the left of the template. This is where you will insert text and images. To insert images, click the small picture box highlighted on orange.



3. A new window will appear. You will be prompted to insert pictures. Select "from a file" and insert the relevant pictures from your own personal files on your desktop.



4. To insert text, click on the window to the left hand side of the template. Begin to type into the box highlighted in yellow. The text will automatically appear in the template.

Appendix 2

Preparing a Visual Daily Routine.

1. Populate images and text.



2. Cut the images to individual squares.



3. Laminate or use cello tape to strengthen the images.



4. Place Velcro at the back of each image.



5. Display horizontally or vertically. Use a finished pocket or arrow.

