

## Start and Finished Boxes

### Why use “work boxes”?

- Some children need additional support to undertake new non-self-directed activities.
- Within a secure structure of a work box routine children are more likely to engage in self directed activities and able to engage in new activities.
- Will support to generalise new skills or ability to follow adult direction.
- Levels of attention and independence can be increased.

### Work Boxes

In most situations it is most appropriate to undertake a work session in the same area of the room e.g., at a specific table, this will further support children to feel secure in the routine and therefore, more likely to engage in activities.

A work box will:

- Show the child what they are to complete
- Give a clear message that the task has been completed
- Show the child what has been completed

### How to use Work Boxes

- Select activities that the child will be able to achieve, some support may be needed but within or just above their current capabilities.
- 1-4 are most common (dependent on individual needs)
- A quieter less distracting area is most suitable in most cases.
- Activities that have a clear end work best to develop children’s ability to complete an activity e.g., inset tray puzzles, shape sorters, peg boards etc.

### How to present Work boxes

1. Place the box of activities on the left and the empty box on the right of the table.
2. Support the child to go to the table either by using a first-then board, a visual timetable, or simple language (dependent on what strategies are in place)
3. Support the child to take out an activity and give appropriate support to the child to complete the activity- this may include initially giving an individual piece of an inset puzzle.
4. When the child has finished, support the child to put it in the box on the right saying “Finished”
5. Then immediately draw the child’s attention to the other box saying “now...” support to undertake the remaining activities.
6. Praise the child for undertaking the activities and support them to go to the next activity.

