



ACADEMICS MATTER

PARKTOWN BOYS' HIGH SCHOOL

5. **Use a system.** Teach your teen to manage what comes in on a daily basis and what to do with it using simple time management systems (such as a timetable, or schedule for when they are home). Deciding what to do and when to do it becomes so much easier when things are written down.
6. **Set priorities.** Many people, teens or not, can reasonably judge what's urgent, but not so many are aware of what's really important. Watching the final episode of a series when an assignment is due is not an option. Teach your sons the harsh realities of failure to complete tasks.
7. **Sell the benefits.** Share the advantages of good time management with your sons. For example, how much more time could they spend doing what they wanted to do if they knew how to get organized at home or school?
8. **Learn how to say 'No'.** Help your teenager to stand their ground and say 'No' to things they can't, won't or don't want to commit to. In the context of better time management, saying 'No' is a skill for now - and a gift for life.
9. **Consider friends.** Friends become more and more important as children turn into teens, and who they spend time with will increasingly affect their attitudes and actions. Whilst it is not always possible (or healthy) to engineer friendships, increasing

awareness of their influence is a significant step towards better teen time management. Know your son's friends!

10. **Embrace mistakes.** Mistakes are good -- they mean action has been taken which means experience is gained. As your teens develop their time management skills, encourage them to work through the inevitable slip-ups. Nobody manages their time perfectly. All we can ever do is to keep working at getting better.
11. **Sleep well.** All of the above are that much easier to implement after a good night's sleep. What are the sleep patterns in your house? How much technology is in bedrooms? What impact does it have on sleep? Some teens stay up and get up late, so discuss how things are working, what could be improved and how to do it.

Source: <http://www.time-management-success.com>

SCHOOL MATTERS

PHYSICAL SCIENCES – Grade 10

All grade 10 Physical Sciences learners will be writing a second test on Mechanics next week, **Wednesday 14 September**. The topics are the same as the test written a week ago.

FEEL THE PRIDE

