



ORGANIZATION SOLUTIONS

## Policies and Procedures Children's Bedrooms

Organizing a child's bedroom can be far more complicated than organizing a master bedroom. While the areas to organize are basically the same – a child's room often plays more roles than that of providing a place for the child to sleep and get dressed.

Understanding what those additional functions are – is key to organizing the room successfully.

This list represents some of the common roles the child's bedroom is asked to fulfill:

- Library
- Desk / Study Area
- Playroom
- Craft Room
- Shrine to all things Trophy "Worthy"
- Treasure Boxes

### Primary Role

The primary role of the child's bedroom is to provide a safe and comfortable place to sleep and get dressed.

And with regards to storing clothes in the child's bedroom – this policy mirrors that of the master bedroom.

Our preference is to put all clothes in the closet, but unless there is ample drawer space in the closet, this is not always possible.

The primary use for any dresser, chest or armoire in the bedroom will be to serve as secondary storage for any clothes that do not have a home in the closet.

If there is a dresser in the closet AND a dresser in the bedroom – you want to put the child's everyday items (underwear, t-shirts, pajamas, socks) in the closet dresser. The dresser in the bedroom should be used for secondary items – sweaters, swimsuits, hats & gloves.

If you are fortunate enough that all of the child's clothes fit in the closet – the secondary dresser, chest or armoire can be used to store any of the other items you are tasked to organize in the child's room.

### Books

Books are typically present in every child's room - no matter the age of the child. There are so many types of books and getting them properly organized will require you being familiar with the major categories.



## Categories of Books

- Baby Books – Often very small. Don't lend themselves to a bookshelf and ok to store in a basket
- Picture - Concentrate more on the illustrations than on text and are most often aimed at young children
- Rhyming - These books usually rhyme or have a musical component – like “Cat in the Hat”
- Religious – Children's Bibles, Prayer Books
- Holiday Themes – Some clients like to keep these books with the holiday decorations
- Reference – A book intended to be consulted for information on specific matters rather than read from beginning to end. Ex – “First Human Body Encyclopedia”
- Readers – These books typically have a Number, Letter or a Level indicated on the cover to identify the age, grade or reading level appropriate for the reader.
- Series – A sequence of books having certain characteristics in common that are formally identified together as a group. Ex – “Magic School Bus,” “Box Car Children,” “Judy B Jone”
- Non-Fiction – Includes: biographies, histories, memoirs, how-to books, self-help
- Fiction – Literature from the imagination
- Mystery
- Yearbooks & Camp Yearbooks

One of the biggest challenges in organizing the books will be knowing how much time is appropriate to spend getting the books organized.

So – unless the client has specifically asked us to organize a child's books in a very detailed manner - it is our policy to quickly identify and group as many “like” books as possible, and to place those books on the bookshelves together.

The most efficient way to identify the “like” books will be through the visual clues.

- Spine offers major clues
- Books are same size and color
- Identifying marks or borders
- Same Author or Publisher

Any books that don't quickly lend themselves to being grouped with others – should be placed on the shelves with the other unidentified books.

## Bookshelves

There are a couple of different types of bookshelves you might find in a child's room. They could be free-standing bookcases, shelves above the desk area, or the open shelves in built-in cabinets.

Any, and all of these, are the primary storage areas for books. If you have more books than bookshelves – you will need to scout out secondary storage options OR determine if there are books in the room that are not 2

## Desk Area

If you have a desk in the bedroom, find out how old the child is and how the homeowner sees the desk being used.

If the desk needs to provide a good work environment for the child to do his/her homework - out-fit the desk with the tools needed.

Supplies Suggested:

- Pens
- Pencils
- Erasers
- Ruler
- Tape
- Glue
- Stapler & Staples
- Notebook Paper
- Index Cards

If the child is younger, or the homeowner believes the child will do his/her homework somewhere else, the desk can be used to store other items.

- Crafts (Be Selective)
- Baseball Cards
- Stationery
- Jewelry
- Make-Up
- Boys Scout or Girl Scout Materials

## Toys, Games, Dolls & Stuffed Animals

Not all homes have a playroom, and even if they do – most children enjoy having a selection of toys, games and stuffed animals in their own room.

Having a place to store these items is of utmost importance in order to keep them off of the bedroom floor, and all of the flat surfaces in the room.

If there is a playroom or play area in the home – the first order of business will be to determine what toys are best kept in those areas, and which toys are best left in the child's bedroom.

Of course – the more that can be kept in the playroom the better, but it is important to be respectful of the child's wishes – as long as they are reasonable and can be accommodated.

Refer to the Playroom Policies and Procedures for guidance on the proper organizing and storing of playroom toys being kept in the bedroom.

## Arts & Crafts

Be extremely cautious before storing any arts and crafts in a child's bedroom – especially when the child is very young and the crafts messy in nature.

One unsupervised moment is all that it will take to destroy carpeting, bedding or draperies.

## Trophies

As we are all abundantly aware – kids today are receiving trophies for showing up, for not showing up, for doing good, and for doing not so good. The result being an abundance of trophies on display in their bedrooms!

Your first objective will be to edit as many as you can. For those that are remaining - you will need to figure out a way to “display” them in a way that is respectful of the child’s feelings, but as out-of-sight as possible.

Our first choice would be to create a “shrine” on the shelves in the closet. If this isn’t an option – do your best to make them look as good as you can on the shelving in the bedroom. (Try to find a shelf that isn’t the first thing you see when you walk in the room.)

## Treasure Boxes

A treasure box is any small box or container that the child has used to collect a variety of items that are “special” to them.

You will often find items like the ones below in these boxes:

- Marbles
- Swim Ribbons
- Baseball Card
- Small Figurines
- Yoyos
- Rocks

Treasure boxes are a perfect example of **KNOWING** when **NOT to SPEND TIME** organizing something!

There will RARELY be an occasion when the time and energy required to organize / distribute these items will be appreciated by the client.

## Memorabilia Box

It is always recommended to have a memorabilia box in a child’s room. This is a great place for you to put things that the child is not ready to get rid of yet, but not something that they care about having out in the room.