

# FOCUS Checklist

Use this when your child/teen feels stuck, avoids starting, or melts down around tasks. Print and keep on the fridge or in a binder.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Task: \_\_\_\_\_ Where: \_\_\_\_\_

## Step 1: Regulate first (30 seconds)

- Take 1 long exhale (in 4, out 6).
- Drop shoulders + unclench jaw.
- Feet on floor: press down for 5 seconds.

## Step 2: The 2-Minute Launch

- Set a timer for **2 minutes**.
- Do the **smallest first move**: open, title, first line, first problem.
- When timer ends: **stop or continue**. Either is a win.

## Start - Plan - Finish

### START (make it tiny)

- What is the smallest first step?
- What can I do in 2 minutes?

### PLAN (reduce overwhelm)

- Break into 3 mini-steps.
- Choose one: timer (10/10) or checklist.

### FINISH (close the loop)

- Define done: 80% counts.
- Put it away + quick reward (music, stretch, water).

## Scripts that reduce shame (use one)

“Two minutes to start. Then you can choose to stop or keep going.”

“Starting is hard for your brain. Let’s make the first step tiny.”

“I’ll sit near you while you start. You do it - I’m just the calm.”

“We’ll solve it when our bodies are calmer. Let’s reset first.”

## Quick check: if they’re stuck, try one of these

<b>Body</b>	Water + snack, movement for 60 seconds, or deep pressure (hug/blanket).
<b>Environment</b>	Clear desk, remove phone, sit together (parallel play).
<b>Clarity</b>	Ask: “What exactly is being asked?” then write the first sentence together.
<b>Timing</b>	Use a timer: 10 minutes on / 3 minutes off.

Parent note (one line): The goal is **momentum**, not perfection.