

Executive Functioning Strategies

Executive functions are brain processes that help us manage our thoughts and actions. These include the ability to organise and plan, shift attention, be flexible with thinking, and self-regulate, which can all impact how a young person copes with daily tasks.

Here are some examples of strategies that can be used in the classroom, at home and in the community to support autistic young people.

Planning



In The Classroom

1. Structured timetables: Provide a clear, visual daily timetable that outlines activities and transitions.
2. Chunking tasks: Break down large assignments into smaller, manageable steps with checklists.
3. Explicit instruction: Teach planning skills explicitly, including how to prioritise tasks and set goals.

At Home

1. Family calendar: Maintain a calendar in a common area to track family activities and responsibilities.
2. Weekly planning sessions: Hold regular family meetings to discuss and plan for the upcoming week.
3. Model planning behaviour: Demonstrate effective planning in daily activities and family events, e.g. typing shopping lists on your phone.

In The Community

1. Community programs: Enrol in programs or activities that require planning and organisation, e.g. community sport and recreation clubs.
2. Public transport: Support young people to plan and navigate using public transport timetables.

Organisation



In The Classroom

1. Colour-coding: Use colour-coding for subject timetables and tasks to make organisation easier to follow.
2. Provide organisational tools: Offer folders, binders and labelled storage for materials.
3. Set specific goals: Establish clear organisational goals and review progress regularly.

At Home

1. Designated study area: Create a clutter-free study area with necessary supplies.
2. Use baskets or bins: Organise tasks by priority or subject using clearly labelled containers.
3. Regular check-ins: Implement regular check-ins to review tasks and responsibilities.

In The Community

1. Library resources: Utilise library resources for organising research and projects.
2. Technology tools: Use apps and technology to support organisation (e.g. calendar apps, task managers).



Time Management



In The Classroom

1. Timers and alarms: Provide access to timers to allocate specific periods for tasks and breaks.
2. Teach planning skills: Incorporate lessons on creating to-do lists and prioritising tasks.
3. Reflective practices: Have students reflect on their time management skills and set study goals.

At Home

1. Set routines: Establish regular routines for homework, household jobs and leisure activities.
2. Task lists: Encourage the use of daily or weekly task lists with items to tick off.
3. Model time management: Demonstrate effective time management strategies through your actions.

In The Community

1. Opportunities for practice: Use public transport timetables or other schedules (e.g. movie or concert timetables) to plan what's required to be on time for a particular event.
2. Use technology wisely: Integrate apps and tools designed to support time management into daily routines (e.g. timers and reminder apps).



Working Memory



In The Classroom

1. Visual supports: Incorporate charts, diagrams and graphic organisers to help visualise information.
2. Interactive activities: Engage students in hands-on activities that reinforce memory through practice.
3. Mnemonics and memory resources: Teach memory strategies using a range of classroom resources, songs and acronyms.

At Home

1. Memory games and puzzles: Encourage use of games and puzzles that focus on memory-based activities.
2. Active reading strategies: Promote highlighting, note-taking and summarising when reading.
3. Environmental organisation: Help organise study spaces to minimise distractions and optimise accessibility.

In The Community

1. Situational practice: Engage in sports and recreation activities that provide opportunities to practice working memory, e.g. remembering the rules and processes of a game.
2. Shopping resources: Use strategies and visual supports to help remember items to purchase when going shopping.



Meta-Cognition

Thinking about our own thinking



In The Classroom

1. Model meta-cognitive strategies: Demonstrate problem-solving by verbalising your thought process.
2. Reflective journals: Encourage students to keep journals reflecting on their learning and strategies.
3. Peer collaboration: Work in groups to discuss and reflect on their thinking processes.

At Home

1. Reflective discussions: Have regular conversations about strategies used for homework or jobs.
2. Goal setting: Work with your child to set specific, achievable goals and discuss steps to reach them.
3. Model meta-cognitive thinking: Share your own thinking process when solving problems or making decisions.

In The Community

1. Community trips: Involve young people in thinking aloud about what they need to do in preparation for a trip or outing.
2. Mentorship programs: Engage with a trust mentor who can provide guidance on effective meta-cognitive strategies.



Emotional Regulation



In The Classroom

1. Mindfulness activities: Incorporate short interoception / mindfulness exercises to help students with their self-regulation.
2. Explicit teaching: Teach students to identify and understand their emotions and provide regulation strategies.
3. Calming spaces: Create a space for students to support self-regulation. This could include different sensory supports and visuals.

At Home

1. Model emotional regulation: Demonstrate self-regulation strategies and support young people through co-regulation.
2. Safe space: Create a dedicated area where family members can go to support their self-regulation.
3. Emotion vocabulary: Teach and use a rich emotional vocabulary to support young people to articulate particular feelings.

In The Community

1. Use personal (social) stories: Use personal stories to prepare for new or challenging situations.
2. Self-regulation apps and resources: Use apps and podcasts to help calm and prepare for a range of community experiences.



Attention



In The Classroom

1. Environment: Work with the young person to ensure the classroom environment will support their learning.
2. Movement breaks: Include short, structured movement breaks to help students reset and refocus.
3. Assistive tools: Provide tools like timers and headphones to support students with their learning.

At Home

1. Model focus strategies: Demonstrate ways of paying attention to one task at a time, e.g. using timers and visual reminders.
2. Scheduled breaks: Incorporate regular breaks during activities to maintain focus.
3. Physical activity: Encourage movement / brain breaks during activities to support concentration and refresh the mind.

In The Community

1. Structured activities: Enrol children in structured extracurricular activities that interest them.
2. Interest Groups: Form or join interest groups that can provide a supportive and focused activity environment.



Flexibility



In The Classroom

1. Scenario-based learning: Create activities requiring flexible thinking, like role-playing or problem-solving tasks.
2. Teach flexibility skills: Integrate lessons that discuss concepts of change and adaptability.
3. Provide choices: Offer choices in assignments to help students practise decision-making and flexibility, e.g. universal design principles.

At Home

1. Predictable routine with built-in flexibility: Maintain a consistent routine but include opportunities for learning by discussing changes to routine with the young person.
2. Play games promoting flexible thinking: Engage in board games, card games, or puzzles requiring strategy changes.
3. Practise problem-solving together: Engage in family projects where plans might need to change.

In The Community

1. Exposure to diverse experiences: Take young people to new places to experience and learn about different environments.
2. Community activities: Participate in clubs, sports and events.



Task Initiation



In The Classroom

1. Prompting: Use verbal or visual prompts to signal the start of a task.
2. Modelling and role-playing: Demonstrate how to start a task and have students practise.
3. Environmental resources: Ensure students have access to necessary resources for starting class tasks.

At Home

1. Visual reminders: Use charts, checklists or sticky notes as visual reminders for tasks.
2. Environment organisation: Keep necessary materials organised and easily accessible.
3. Family involvement: Work alongside the young person to support task initiation.

In The Community

1. Peer support: Encourage forming study groups or project teams with peers for learning support.
2. Technology Resources: Utilise apps such as reminders and calendars to help commence tasks and stay focused.



Persistence



In The Classroom

1. Scaffolding: Offer support at the beginning of a task and support the young person to increase their independence.
2. Time management: Teach students to use timers to allocate specific periods for tasks.
3. Modelling: Model persistence by working through challenges in front of the students.

At Home

1. Problem-solving discussions: Engage in discussions about approaching difficult tasks and developing strategies.
2. Breaks and downtime: Ensure regular breaks to help manage fatigue and support self-regulation.
3. Encouragement: Praise young people for their efforts and persistence in completing tasks.

In The Community

1. Community involvement: Encourage participation in activities requiring commitment and perseverance.
2. Celebrate results: Recognise and celebrate achievements and efforts on community-based projects, e.g. community gardens, murals, volunteer projects.

