



## Manual Upgrade Guide

### Parents Plus Early Years Programme – Fourth Edition

#### Notes for Facilitators using an Older Edition of the Manual

In November 2016, the Parents Plus Early Years Programme (PPEY) was updated and fourth editions of the Facilitator Manual and Parent Booklet were published. If you are using an older edition of the PPEY Facilitator Manual with the fourth edition of the Parent Booklet, please note the changes outlined below.

#### **Please note the DVDs for the PPEY have not changed in the Fourth Edition**

The new version of the PPEY Parent Booklet, can be used with older editions of the PPEY Manual – see notes below. However, **if you wish to exchange your older edition manual** for the 4th edition, this can be done by:

- Paying the fee of €80 (post and packaging included) for an already trained PPEY facilitator. You can return the original PPEY manual to the PP office or you can agree to dispose and recycle the older manual in a secure way.

Please email [admin@parentsplus.ie](mailto:admin@parentsplus.ie) to confirm exchange arrangements and order a new manual.

#### **Changes in the Fourth Edition**

1. We have created two posters (included in the Facilitator Manual) to facilitate the presentation of the course in a visual, accessible way.
2. We have reformatted the course content so that in each session there is more balance between the Positive Parenting and Positive Discipline content.
3. The PPEY Parent Booklet is now in colour and we have tried to present the information in a clearer way that is accessible to more parents.
4. We have revised and extended some of the handouts, worksheets and group exercises.
5. The handouts and worksheets are no longer numbered and some titles have been updated.
6. In the Parent Booklet, a 'Plan for the Week' section has been added at the end of sessions 1-8. Based on the content covered in each session, this section encourages parents to try out certain ideas during the week. It also has suggestions for parental self-care activities and exercises.

#### **Using Older Edition Facilitator Manuals with a Fourth Edition Parent Booklets**

##### **Session 2:**

- The worksheet 'Positive Instructions' is now called 'Using Do Rather than Don't'.

##### **Session 4:**

- The worksheet 'Becoming an Encouraging Parent' is now called 'Switch to Encourage'.
- The worksheet 'Catch Your Child Being Good' which was originally in Session 4, is now in Session 5.
- There is a new handout, 'Talking about Feelings', in the Parent Booklet.
- The worksheet 'The Praise-Ignore Principle' is now called 'Praising Good Behaviour, Ignoring Misbehaviour'.

### Session 5:

- The 'Catch Your Child Being Good' worksheet, originally in Session 4, is now in Session 5.
- There is a new worksheet, 'Creating a Step by Step Plan', on page 66 of the fourth edition Parent Booklet which can be completed as an alternative to the Positive Discipline worksheet, 'Consequences and Choices'.

### Session 6:

- As an alternative to the discussion on reading to your child, you may wish to begin a discussion with the group on their children's favourite books. If parents have brought along favourite books from home, ask them to show these to the group and explain what they and their child like about the book etc.
- The Positive Discipline topic for Session 6 has been updated in the fourth edition to cover 'Time In' and 'Time Out'. Guidelines for the discussion exercise on Time Out are similar to the older editions, however, the content has been updated. The fourth edition Facilitator Manual includes notes for facilitators on Time Out and Time In which explore whether Time Out is controversial. The information is summarised in the fourth edition Parent Booklet on page 75. A new concept of 'Time In' is also introduced in the Positive Discipline content for Session 6 in the fourth edition and this is discussed as an alternative to 'Time Out' (see notes below). There is a new worksheet, 'Time In and Time Out', for parents to practise setting up both systems for their children.

*Using Time In as a Positive Alternative: In the Parents Plus Programmes we advocate positive alternatives to Time Out that focus on emotionally coaching and soothing children when they are in the middle of a meltdown or tantrum. Collectively, we call these Time In strategies as a means of highlighting their distinction to Time Out. In the Parents Plus model we encourage parents to always (1) pause and (2) tune in to what is going on for their children before trying to (3) make the best choice in how to respond.*

- A new checklist, 'Following Through on Rules', has been added to the Parent Booklet in Session 6 for parents to review and rate their skills in this area.

### Session 7:

- A new checklist on teaching has been added to the Positive Parenting section of Session 7 for parents to review and rate their skills in this area.
- The Positive Discipline topic has been changed for Session 7, from 'Teaching Children How to Behave' in the older editions to 'Prevention Plans' in fourth edition. Facilitators may wish to introduce the topic of Prevention Plans by beginning a discussion with the group around the importance of prevention using the questions below:
  - In dealing with misbehaviour, how can you prevent problems in the first place?
  - What is the best way to do this?
  - How can you prevent problems?
  - How can you teach a child to behave well?
- Make the point that having a Prevention Plan to teach a child how to behave is very important. While a Step by Step Plan helps parents get through a bout of misbehaviour, it is the Prevention Plan that changes the child's behaviour in the long term.
- As a replacement for the worksheet 'Teaching Your Child How to Behave' in the older editions, there is a new 'Prevention Plans' worksheet in Session 7 of the fourth edition Parent Booklet.

### Session 8:

- Replacing the worksheet 'Teaching Your Child How to Behave' in Session 8 of the Parent Booklet is a worksheet entitled, 'Problem Solving'. The handouts for the topic of Problem Solving have also been extended significantly in the fourth edition Parent Booklet and the examples given can be used by parents when completing the 'Problem Solving' worksheet.

### Session 9:

- There is a new handout on ‘Using Stories to Teach Children’ to supplement the Positive Parenting content in Session 9.

**Special Issues:**

Handouts originally provided in the Special Issues section of the Parent Booklet have been removed and are now in the Resources and Appendices section of the fourth edition Facilitator Manual which is also available through the Member’s Area on the Parents Plus website: [www.parentsplus.ie](http://www.parentsplus.ie). You gain access to this area by registering online.