

# A Manners List for All Ages

## **1-2 year olds:**

Teaching all of the Magic Words...

- "Please" and "Thank you", "I'm sorry" and "Excuse me." This will happen most naturally as you do life with your little one.

## **3-6 year olds:**

Getting social and getting along with others

- Taking turns, sharing toys, and playing nicely with other children.
- Keeping his hands to himself and never hitting or name-calling.
- Putting toys away, "making his bed" (the best he can) and putting laundry in a hamper.
- Helping set and clear the table.
- Think about your voice (how loud is appropriate?)
- Cover mouth when you sneeze.
- Interrupting others only when necessary and always saying "excuse me".
- Learning to shake hands and look at someone in the eye when being introduced. (and introducing self by saying, "Hi, my name is \_\_\_ " (this is challenging for a shy child, but such a great skill when put into use!)
- Saying hello when greeting someone, and good-bye and thank-you when leaving a friend's house or party.

## **Age 7-10**

Cooperation, and sportsmanship

- (all of the above, plus...)
- Writing thank-you notes for gifts or thoughtful gestures

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## **7-10 year old (continued):**

- Supporting and encouraging others in sports or games, even if you have been beat.
- Learn to take turns and also give space when someone shows they need some time alone.
- Understand others' property; never take or use something without permission.
- Practice excellent table manners. listed below.

### **At the dinner table:**

- Wash your hands before you eat.
- Say Please and Thank you.
- Place your napkin in your lap.
- Eat over your plate and take small bites.
- Keep your mouth closed while you chew.
- If you don't like something, do not announce it. Quietly taste it and then eat around it.
- Don't talk with your mouth full.
- Use your napkin to keep your face clean.

## **Age 11 – 13:**

Growing in maturity, respect, and consideration for others.

- Practice all of the previous manners, and learn to be a good guest.
- Don't overstay his welcome. Talk with the host parent about when he should come home, and any questions about rules of the house.
- Practice table manners, and meal time conversations.

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## **Ages 11-13 continued...**

- Speak and listen respectfully. Make eye contact and be self aware in communications.
- Clean up after himself and thank the host family before leaving.

## **Age 14-18**

Mastering all of the manners learned previously. Growing in maturity and learning to show appropriate respect to parents and others.

- Listen to others thoughtfully, and don't interrupt.
- Return messages (including texts and phone calls) promptly and be on time for appointments.
- Look for opportunities to help others: Elderly, children, people with special needs, and anyone who could use a hand.
- Use self-restraint with use of devices, especially in public and when in the presence of guests or others. Be present where you are, and value real time with people over virtual time.