

How to work from home and take care of your kids at the same time



With a plan of daily activities, you can make time for work, take care of your kids, and tackle the to-do list of chores around your home.

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Do you have to **take care of your kids** while **working from home** during quarantine for the **COVID-19** epidemic?

CONECTA shares **tips and testimonials** from **3 men and 2 women**, as well as a **Tec technology and remote working** specialist.

“Yes, you can work from home with children”, maintains Bertha Saldívar, director of **Education Technologies** at [**Tec de Monterrey**](#).

“It’s sometimes difficult to balance your time, but you need to have frank conversations with them, establish rules, and see that there’s time for everything.”



1.- Make **PLANNING** your ally

Plan your day for both your and their **activities, including “work” or responsibilities, but also recreational ones.**

“Making schedules has helped me a lot, both for myself and for my children,” shares **Adriana Gamboa**, EXATEC Brand leader.

2.- Adapt your spaces

Find a **suitable space for your work**, but also prepare space for your children so that they can be **playing or doing activities** while you’re working.

If they're little, it could be a nearby place so you can keep an eye on what they're doing. **If they're older**, find a **place suitable** for their own responsibilities such as studying.

3.- Give them challenges and things to keep them busy

Give them **challenging tasks, educational activities, and games** that keep them entertained and active at the same time as you.

*"I gave my children an **activity to do while I worked, and we would finish at the same time.**"*

*"It's something I really recommend, especially for young children, who should always **have something to do,**"* says Bertha Saldívar.



4.- Talk to them and establish rules

Talk to them and explain that **it's not like a weekend or vacation**. You're at home, but you have to work and agree on **certain rules** that they must follow.

*"You need to have **frank conversations with them** to make them see that **there's a time for everything**,"* explains Saldívar.

5.- Keep to your schedule

Make sure you're as disciplined as you can be with the **activities you planned**. **Your work schedule shouldn't become more important than** spending time with **your family**.

*"As far as possible, try to **establish fixed personal and family time, as if it were an important meeting**,"* says Alejandro Navarrete, national editor of CONECTA.



6.- Enjoy spending time with each other and use the advantages of working remotely

Take advantage of working from home to do activities that allow you **to be connected to work but also interacting** in some way **with your children.**

*“When I have calls where I don’t need to be in front of the computer, **I take my children out into the backyard and get them to do physical activities, like jumping, dancing, or playing,**”* says **Shel-Ha Bahena**, Social Media leader at the Tec.

*“If there are several meetings in a row, I take advantage of those **5-minute breaks** between meetings to see what they’re doing or to start them on another game. And if it’s over the phone, **I put on headphones while I stay with them**”,* adds **Luis Bueno**, Strategy leader for **CONECTA** and [Tec.mx](https://tec.mx).



7.- Give yourself breaks and alternate your work with your home

Breaks are generally very healthy whether working in your office or from home. **All the more reason to do so when you're with the family.** Give yourself **10 to 15-minute breaks** every so often.

*"You also **have to move around.** Get up for a coffee, do stretches, **or walk around a little,**" Bertha recommends.*

8.- Take advantage of quiet moments

If there are **quiet moments in your work or your children's activities** (e.g. naps for young children), you can **take advantage of them to rest or do those pending personal or family tasks** that you want to do.

*“When I’m with my daughter, **I take advantage of her nap times** to do the important things on the day’s to-do list and spend the rest of the day attending to mail and other less demanding things. This way, **I don’t neglect work or spending time with her**”, recommends **Alejandra Gabuardi**, brand leader for the Tec’s National Schools.*



9.- Be creative and don’t stop playing with your children

Just as you dedicate time to work and creating activities for your children, spend time **playing and having fun together** at the end of the day or at strategic moments.

*“You have to look for **unusual activities** such as **a board game** or doing **an activity together**, so you feel that you’re really doing something different and enjoy spending time with them,” says Bertha.*

UNICEF has a list of different ideas such as:

- *Invent a choreography or a dance.*
- *A fancy dress parade.*
- *Have a picnic somewhere in the house.*
- *A treasure hunt.*

10.- Rest

Each day brings its own challenges. Items on the to-do list will still be there tomorrow and so will the family.

Make sure you **rest and are physically and emotionally well**, so that you can **be with your children and at work**.

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