**Traits log – For recording in schools**

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| Trait | Date/times/examples |
| Has trouble staying focused; is easily distracted (by noise or other people moving) or gets bored with a task before it’s completed |  |
| Appears not to listen when spoken to |  |
| doesn’t pay attention to details, rushes work or makes careless mistakes |  |
| Has trouble staying organised, planning ahead, and finishing projects |  |
| Constantly fidgets and squirms |  |
| Talks excessively |  |
| Guesses, rather than taking time to solve a problem or blurts out answers in class without waiting to be called on or hear the whole question. |  |
| Intrudes on other people’s conversations or games  Often interrupts others; says the wrong thing at the wrong time |  |

It isn’t that children with ADHD can’t pay attention: when they’re doing things they enjoy or hearing about topics in which they’re interested, they have no trouble focusing and staying on task. But when the task is repetitive or boring, they quickly tune out.

Staying on track is another common problem. Children with ADHD often bounce from task to task without completing any of them, or skip necessary steps in procedures. Organizing their schoolwork and their time is harder for them than it is for most children. Kids with ADHD also have trouble concentrating if there are things going on around them; they usually need a calm, quiet environment in order to stay focused.