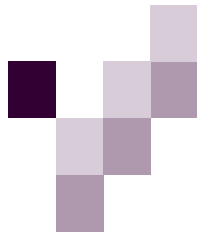


For more information and registration please call:

City of Pasadena
Human Services and Recreation Department
To register online please visit:
www.cityofpasadena.net/reserve

Kenny James
kjames@cityofpasadena.net
(626) 744-7500

For more information on Ms. O'Farrill
and the classes she teaches, please go to:
www.learningmanners.com



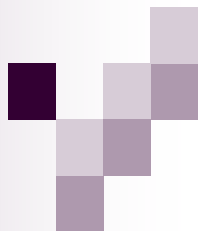
Spring and Summer 2011

WELL-MANNERED

Boys & Girls

Practical Social Etiquette

Ages 6-12



This valuable course will increase your child's self-esteem and help him/her to feel confident in any kind of social situation.

Course Includes

Setting the Foundation ▪ *Why manners are important*

First Impressions ▪ *Introductions: meeting and greeting*

Communicating with Confidence ▪ *Speaking and listening skills*

Table Setting ▪ *What goes where*

Table Manners ▪ *Do's and don'ts*

Manners at a Restaurant ▪ *With family and friends*

Body Language and Poise ▪ *Standing, sitting and walking*

Plus...

Essential tips on telephone manners and Thank-you cards

During this fun and interactive course, Ms. O'Farrill clearly explains the reasons and principles behind the practices of good manners.

The six-hour, two-day course includes a breakfast-type meal.

Certificate received upon completion

Saturday, May 7th and 14th 10:00am to 1:00pm

Saturday, May 21st and 28th 10:00 to 1:00pm

Saturday, June 11th and 18th 10:00 to 1:00pm

Monday and Wednesday, June 27th and 29th 10:00 to 1:00pm

Saturday, July 9th and 16th 10:00 to 1:00pm

Tuesday and Thursday, July 19th and 21st 10:00 to 1:00pm

Saturday, August 6th and 13th 10:00 to 1:00pm

Tuesday and Thursday, August 16th and 18th 10:00 to 1:00pm

Tuesday and Thursday, August 23rd and 25th 10:00 to 1:00pm

Maximum Number of Participants 25

Minimum Number of Participants 8

4 Full Scholarships Based on Financial Need per Course

Instructor: Director Maggie O'Farrill

Location: Ruth Chris Steak House



369 East Colorado Blvd. (Across 'Paseo Colorado')
Pasadena, 91101

Fees: \$78 or \$88 for non residents of Pasadena.

Class material fee: \$15 for etiquette book "Manners to the Point";
due to Ms. O'Farrill on the first day of class.

