



Playroom

ORGANIZING

Guide

by
Melinda Grace Organizing

Hey There!

WELCOME TO YOUR PLAYROOM ORGANIZING GUIDE!

Feel overwhelmed by the amount of toys, games, and arts & crafts supplies you have in your playroom?

The constant stream of new items, growth and change got you anxious? Stuck? Don't know where to start?

You're in the right place! If you walk through my 5-step G.R.A.C.E method you'll begin to make a dent in the clutter and get the creativity flowing again with systems that support your lifestyle.

Ready to Reclaim Your playroom with G.R.A.C.E.?



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playroom Organizing Guide

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I believe that
distraction and isolation
caused by a cluttered
home can create a
cavern in our souls,
keeping us from hearing
God's voice...

Melinda Grace

Reclaim Your Space with
G.R.A.C.E.

G.R.A.C.E

5-Step Method

gather

At your first organizing session, GATHER ALL the items in the space being organized & sort them into categories.

release

Next, review each item one by one & make decisions. Decide what to keep and what to RELEASE aka donate, sell, & throw away.

acquire

ACQUIRE any containers, bins, boxes, shelving, custom labels & other tools needed to contain the "KEEP" items.

cultivate

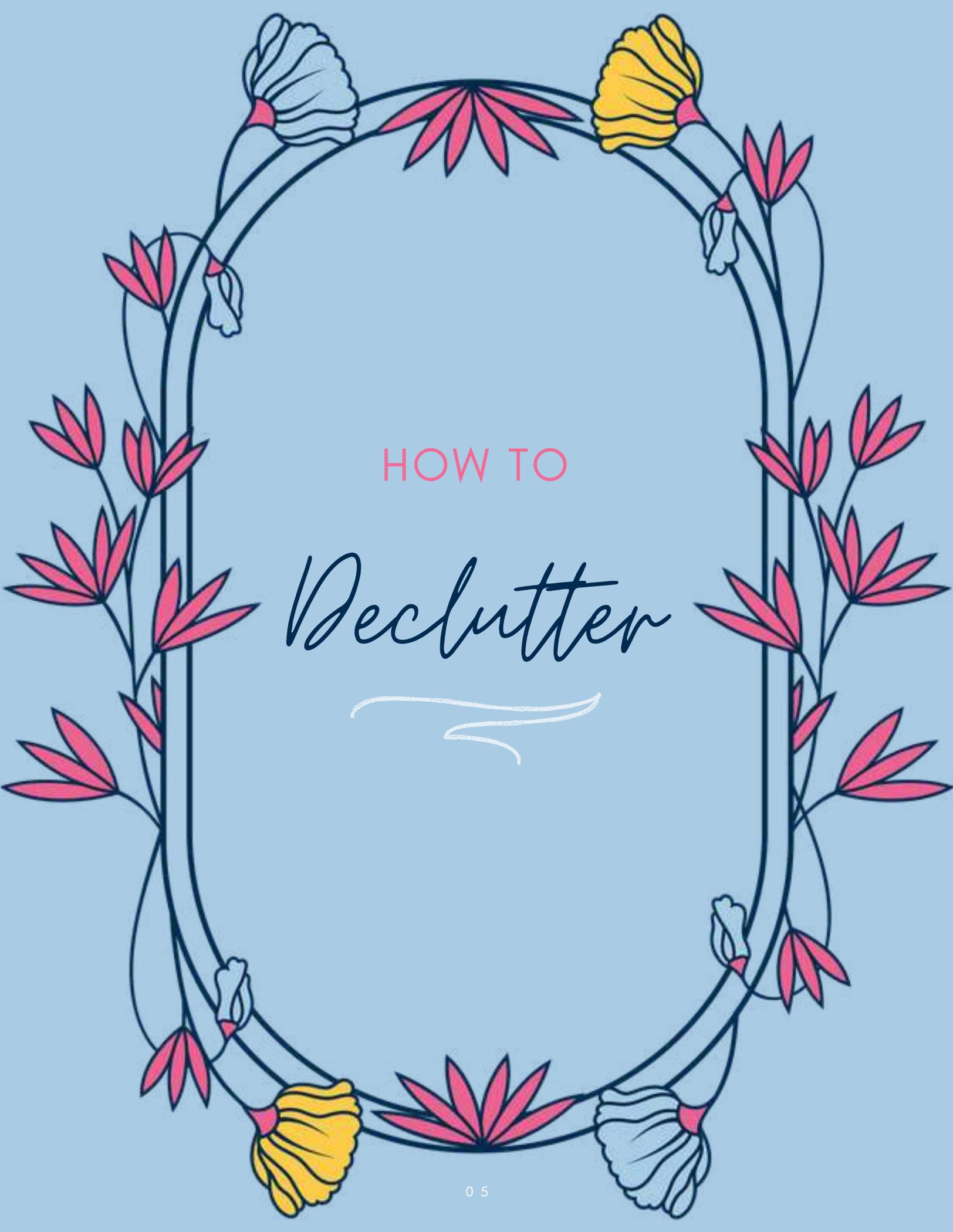
In this phase, carefully give each item a home using the acquired bins & labels. Put everything away in an organized system that meets your needs, style, & goals.

enjoy

Take a moment to celebrate & ENJOY your calm, organized space.

curate

BONUS: As you organize your space and put things away, take time to add style & design. This will make restoring your space a beautiful experience.



HOW TO

Declutter



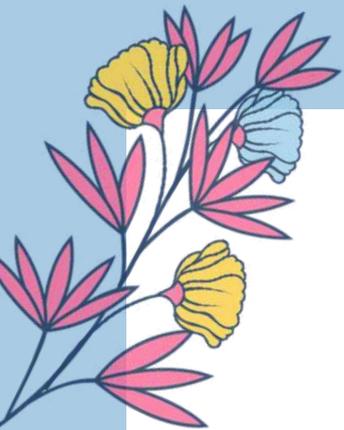
Gather

**THE FIRST
STEP IN THE G.R.A.C.E. METHOD IS
GATHER.**

"In this first step, we are GATHERING
and planting seeds for our success. We
are going to
GATHER three things: 1) Goals, 2)
Organizations, and 3) Items."

Melinda Grace

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GETTING *Started*

01

GATHER YOUR GOALS

What are your goals for your playroom? What is the function of your playroom? Play? Learn? Create? Sleep? D. All the above! What do you want to achieve? How soon do you want your playroom organization project completed? Go ahead and ask your little one too! Their creativity is endless and they just might have the best idea—even better than Pinterest.

02

GATHER YOUR MATERIALS

Gather and/or purchase the materials you would like to use for your decluttering process, i.e., Post-it notes, Sharpies, trash bags, boxes, scissors, tape, all-purpose cleaner, & paper towels. Use my [Amazon Organizing Shopping List](#) to make this step super easy!

03

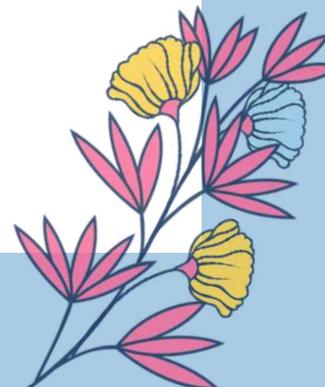
GATHER YOUR CHARITIES

Now's the time to plan ahead and decide where you're donating, selling, or consigning to. Having a list gathered up front, makes it easier to release your items later. Ask your kiddos who they would like to donate too! They often have the sweetest, most generous hearts. :)

04

GATHER YOUR ITEMS

Now's the time to gather all the items in the space you are decluttering. Group them into categories, aka "like with like." Ex: toys, Legos, paints, books, arts & crafts, etc..





HOW TO

Release

Release

STEP THREE: RELEASE YOUR PHYSICAL ITEMS

“Here is where you will physically go through each item one by one and make decisions—keep, toss, donate, sell, recycle.”

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Release

USE BOXES OR BAGS

keep

Place items you, or your family, use regularly, you love, or are essential to modern life in this box or bag.

give

Place items that are in good condition that you are willing to donate to a worthy cause, such as Salvation Army or your favorite charity in this box.

sell

Place anything in excellent condition and has a good resale value in this box. If you are unlikely to get around to listing the item for sale or consigning, donate it instead.

move

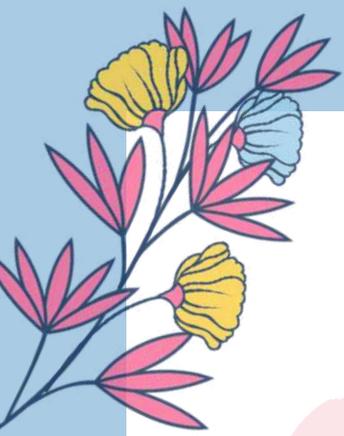
This box is for items that belong in another room or area of the house. Move the items to their correct homes once you've gone through everything to save yourself some trips.

trash

Place any old, broken, outdated, or duplicate items in this box. Caution: do not hold on to items thinking you will fix them at a later date, unless you really will fix them.

idk

This is the I DON'T KNOW bin. If you come across an item that you don't know what decision to make yet, simply put it in the IDK bin and then decide when you're ready.



WORKING WITH *Kids*

01

OVERSTIMULATED

First of all, realize that kids (and even us adults) are overstimulated these days! From TV, to phones, to computers, to noisy toys—we could all do with a little less. Come up with your own form of structure around how many toys, games, art supplies are allowed at any given time. Release whatever is needed to get your structure in place.

02

WITH OR WITHOUT YOU

For the itty bitties, I recommend decluttering **WITHOUT** them there! They will instantly love each toy and need to play with it right that second. If your kiddos are older, decluttering with them can be a great opportunity to teach them about gratitude, giving and helping others in need. I've worked with parents who do a combo of both—that works great too! Parents get rid of the obvious clutter and then ask their kids about bigger toys and games.

03

MISSING PARTS

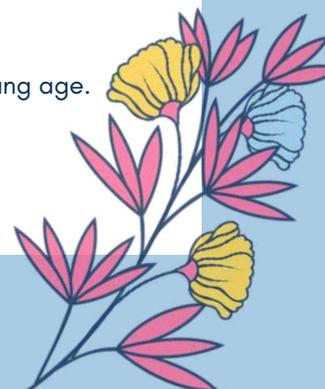
If you come across random parts, but no toy **OR** the toy / game that is missing parts, go ahead and release that toy / game. You will **NEVER** find the missing pieces. (Unless it's in my parent's house—where I have been able to find the missing pieces from my 80's toys. lol.) P.S. You don't need to ask your kiddo where the missing piece is...they won't know, but do check under the bed first.

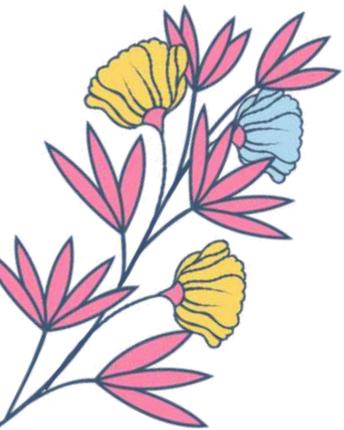
04

TEACH THEM

If age appropriate, don't be afraid to get on their level and teach them how and why we help other people through releasing items we no longer need, but others do. You just might be surprised at their response!

It's also a fabulous opportunity to teach them organizing skills at a young age. Try making it a game or giving them a reward.





Sentimental ITEMS

01

No Guilt

If you unearth an item or come across random photos or a baby gift that bring up guilt or negative feelings, let them go. Life is too short!

02

Ask For Help

If you find it hard to let go of anything in your playroom because of sentimental reasons, but you want to let it go, call a friend! Have them come over and help you say goodbye. Or reach out to me. I'd love to help you!!!

03

Give Thanks

I find it helpful if I get stuck on a sentimental item to pray! Thank God for this blessing. Ask God to help you let it go to the next person who needs it.

04

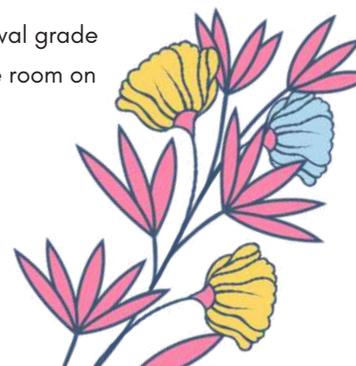
Take a Pic

Snap a quick pic on your phone of the item and save on your computer. Another really cool option is an [app called Artifacts](#). It lets you snap a pic and write your story of why the item is so meaningful to you.

05

Archive It

If you know you want to keep several sentimental items, consider acquiring archival grade storage boxes that are aside-free and / or weathertight bins. Many people have room on the top shelf in their closets for one or two beautiful boxes of memorabilia.





CHECKLIST TO

Release



The PLAYROOM

RELEASE PHYSICAL CLUTTER

- Broken Toys
- Toys, dolls, games, and books that are too young now
- Toys that are missing parts
- Games and puzzles with missing pieces
- Dolls and Figurines with missing pieces
- Last years technology & cords
- Toys, games and puzzles they don't play with anymore
- Dried out markers, glue, paint and play dough
- Craft, art & learning projects you'll never do
- Large stacks of your kiddos art—keep a select few, recycle or make art books out the rest (artkive)
- Outdated Decor
- Old, non-functional, hand me down furniture
- Party favor bags & their contents
- Clothes and shoes that are outgrown
- Birthday gift bags—or at least move them to the gift supply zone
- Last year's school info and homework
- Trash
- Miscellaneous items that you wonder how they even ended up in here!

MEMORABILIA ITEMS

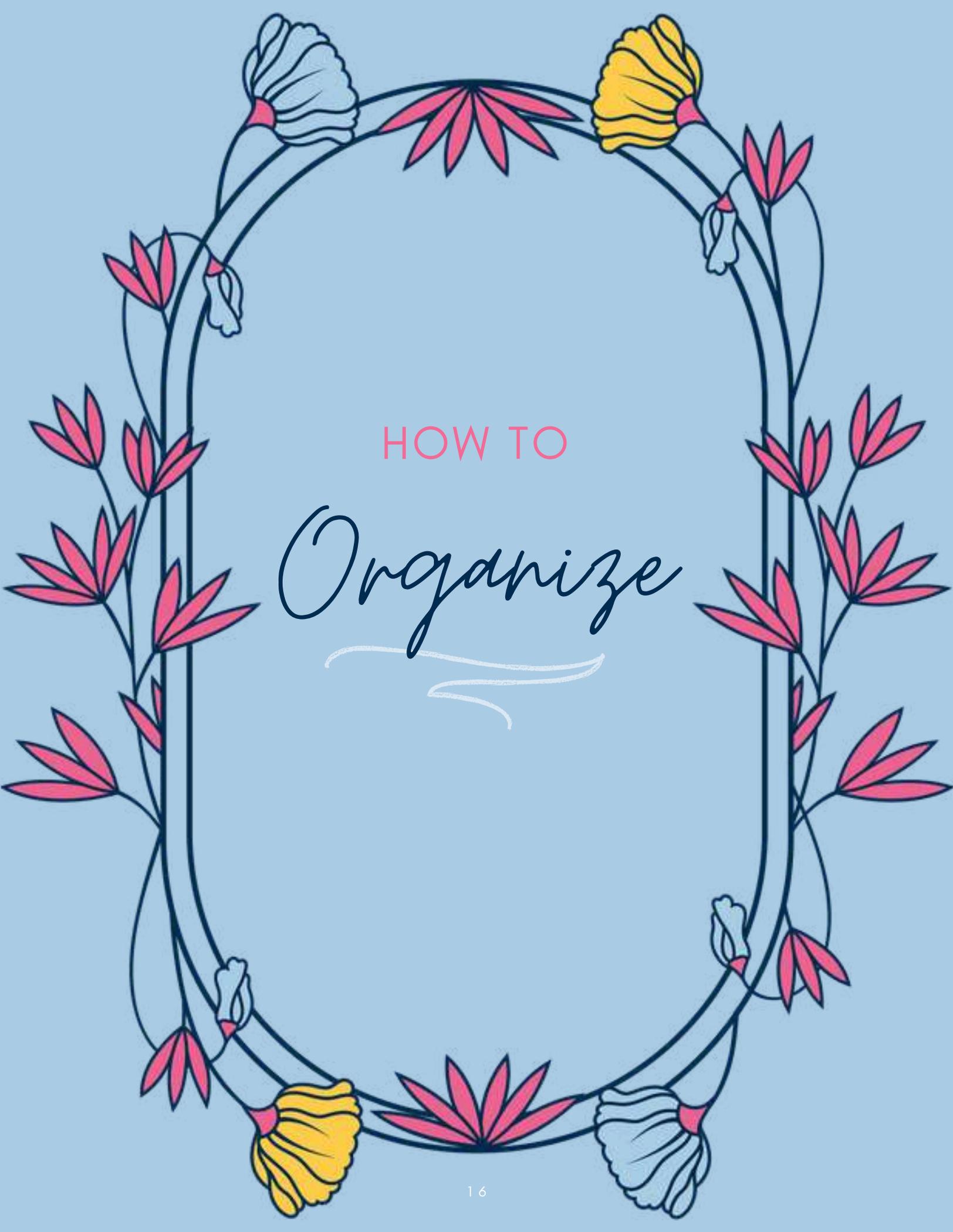
- Baby cards from people you do know anymore
- Birthday, Holiday and Valentine's Day Cards from kids your kids don't know anymore
- Only keep the clothing & shoes that are truly memorabilia. You will enjoy them more if there are only a few curated items.

NOTES:

“The goal is to be able
to find what you need,
when you need it, and
to be able to put it
away
quickly. In the
organizing world, we
call this a system.”

Melinda Grace

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HOW TO

Organize

Acquire

ADD YOU & YOUR KIDDO'S UNIQUE STYLE & PERSONALITY!

Consider purchasing functional storage solutions that will help your kids learn how to organize and put their toys away. Floor-level storage that little hands can reach and use.

My favorite items to acquire for a playroom:

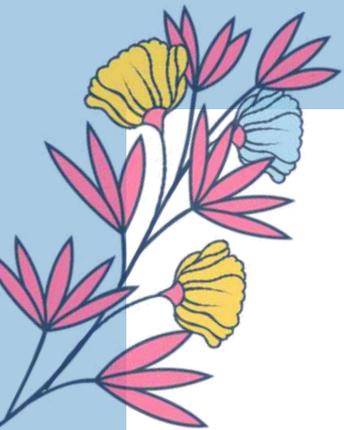
Floor-Level Cubbies and Baskets

Clear, Stackable Bins

Labels with Pictures

Fun, Modular Arts & Crafts Containers

Fun Shelving for Books and Display Items



Product RECS

01

FLOOR LEVEL STORAGE

You can find cubbies and smaller, low-level furniture just about anywhere! Ikea, **Walmart**, Target, **Amazon**, Wayfair, PotteryBarn Kids, Crate&Barrel Kids, even Facebook Marketplace. Find a style you love and go for it.

02

CLEAR, STACKABLE BINS

I LOVE **The Container Store bins** that they advertise for shoes and sweaters. Lol. I use these for just about anything, but it's perfect for toys, crafts, games, and puzzles. Target always has fun clear bins, but get the amount you need as they rotate colors and styles seasonally.

03

FUN, MODULAR CRAFT CONTAINERS

I love to use **clear bins of different shapes and sizes** by The Home Edit at Walmart.com to create separate compartments for things like markers, crayons, glue, beads, colored pencils, tape, feathers, stickers, etc.

I also love these white bins at the Container Store. They are also great if you decide to go the rolling cart route for arts & crafts.

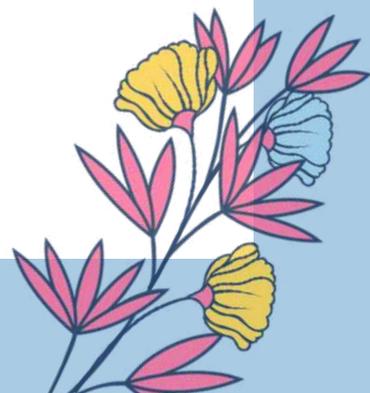
04

LABELS WITH PICTURES

It's absolutely thrilling to scroll Etsy for generic kid's playroom labels that also include pictures of the category. This makes it easy for kids of any age (almost!) to put the toys away. Plus it's easy for you, housekeepers, and babysitters too.

Here's an example of **Lego labels** I bought on Etsy for a client.

*Some of the links above are affiliate links, which means I might earn a teeny tiny commission if you fall in love with something from this list. It doesn't cost you anything extra and supports my small business.



Cultivate

Set up your playroom with rhythms that work with your lifestyle & save time + maximize ease.

Think about your current rhythms & routine in your garage. What are they? For example, do you have a routine for going through mail? Do you like it? Do you want to change it?

Define them. Keep what you like. Discard the ones you don't.

TOP 10 PLAYROOM

Organization Tips

- Create zones for categories you want the kiddos to be able to access (think low-level storage)
- Create zone for categories only you want access too (think high storage)
- Include kiddos in the process, where appropriate
- Create a bin of toys to rotate in and out to keep clutter at bay and give your kids fresh toys to play with
- Organize by the rainbow wherever possible, i.e. book
- Swap as many plastic toys for nice, wooden ones
- Release as many outgrown toys, clothes, games, puzzles and projects as you can
- Acquire fun baskets that fit in your floor-level storage and categorize them so the kids can help put toys away too
- Curate artwork (your kids is a great option) and display favorite books, puzzles, wooden toys or legos
- Label your categories: Books, Dress Up, Games, Puzzles, Figurines, Tools, LEGOs, Trains, etc.

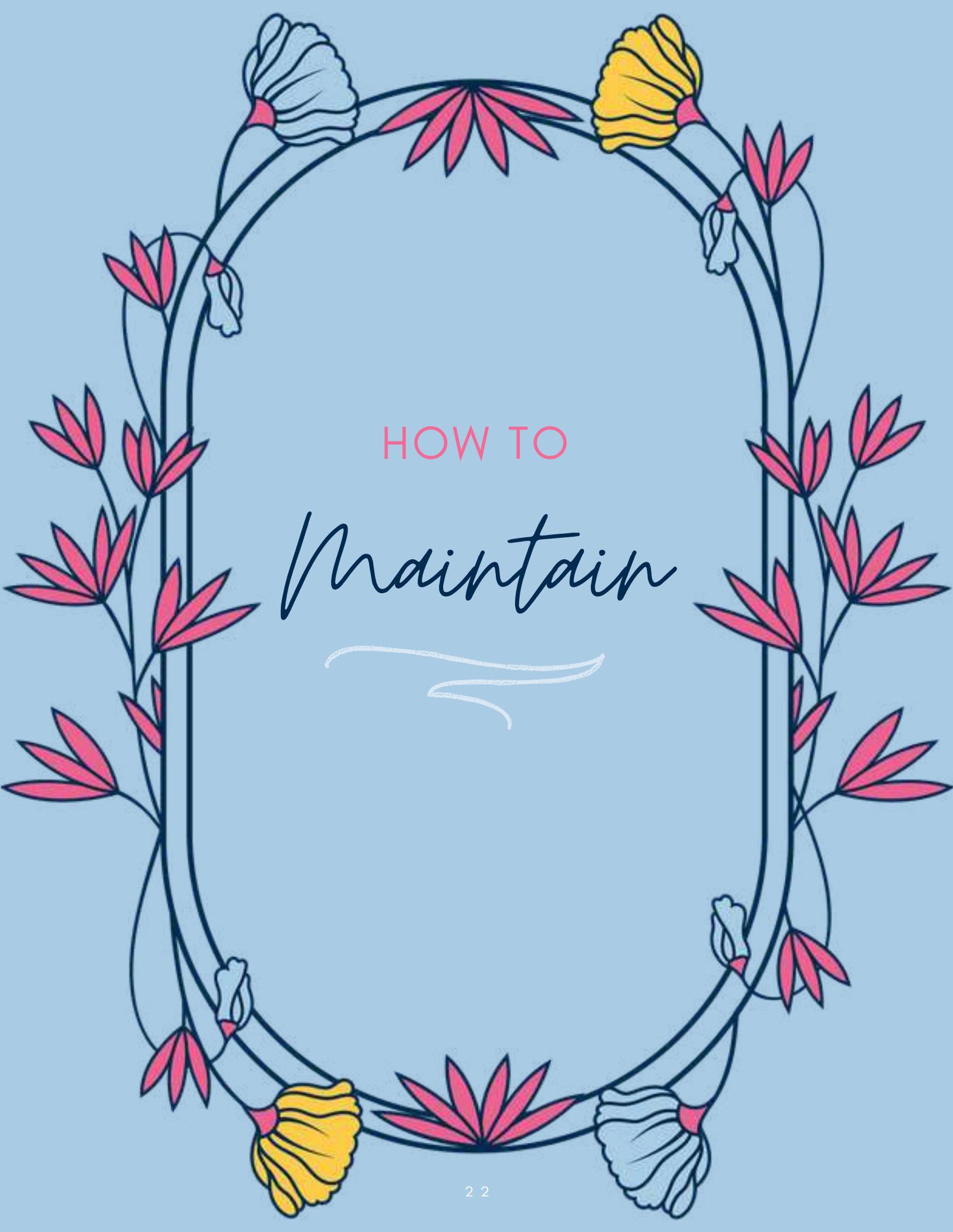
Enjoy!

Take a moment to celebrate &
ENJOY your calm, organized
photos!

“Whatever makes
you smile and feel celebratory
—DO THAT! Enjoy
accomplishing your
organizational goals!”

Melinda Grace

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HOW TO

Maintain

Restore

“Don’t think of it (maintaining organization) as something you have to do... Rather, think of it as a restorative dance of self-care.”

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PLAYROOM

Restore

Weekly

- 15 minutes putting toys, books, games and puzzle away (if didn't happen daily)
- 5 minutes putting arts and crafts supplies away and cleaning up paint or play dough to keep them fresh and from drying out

Monthly

- Check for broken toys and fix or release

3-6 Months

- Rotate the kiddos' toys

Yearly

- Review all toys, sort, release, organize (before the holidays is a good time to make room for the news toys about to come in)

**WANT YOUR
PLAYROOM ORGANIZED
WITH ELEGANCE &
EASE WITHOUT THE
STRESS OF DOING IT
YOURSELF?**

[Schedule a Free Phone Call](#)



Don't forget to follow me on **Instagram** for more playroom inspiration & how to's.

Thank You



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