



# RUBY'S Rules for Good Manners

## Remember . . .



No shouting



Do not interrupt



Always wait your turn



Say "please" and "thank you"



Don't talk when it's time to be quiet



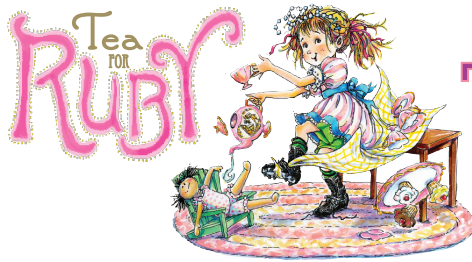
No talking with your mouth full



During meals, remember to use your utensils and napkin



Sit up straight



# Tea Party Event Kit

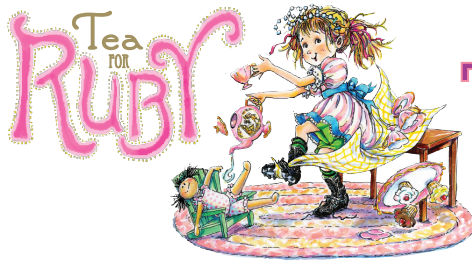
## Do You Know Your Manners?

Let's see how well you know your manners! Have a grown-up read the following situations to you, then answer the question. There is no right or wrong answer, but some answers will be more appropriate than others. Have the grown-up tell you if your answer shows good manners or bad manners. Keep Ruby's rules for good manners in mind!

1. You are sitting at a table with some other children coloring. You want to use the green crayon, but you can't reach it. The other children can reach it. What would you say to the other children?
2. You're hanging out with a few of your friends, talking about school. One of your friends is talking, and you want to say something too. What should you do?
3. You're eating dinner with your family. While you're chewing your food, one of your family members asks you a question. There is still food in your mouth. What should you do?
4. There is a new student in your class. He just moved to your town from a different state and doesn't know anyone yet. The teacher sits him right next to you. He is very shy. What can you say to him?
5. It's lunchtime at school, and someone in your class forgot her lunch money. You have a sandwich, a drink, and two cookies. What can you do to help the other person?
6. Remember, dressing appropriately is one of Ruby's rules. What is a good outfit that you can wear when you go to a friend's house to play? What's a good outfit to wear to school? To a party?







# Tea Party Event Kit

## Mind Your Manners Word Search

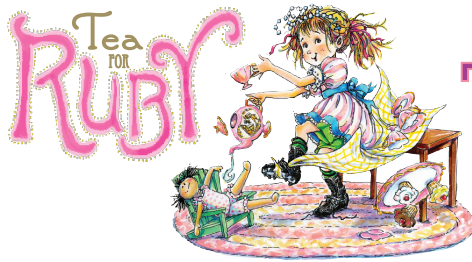
Ruby has a lot to learn before she has tea with the Queen.  
Can you help her find some words that will help her remember her manners?

G E M O C L E W T M Y L Y N U  
R Z R K X X B E A E G B Z O G  
A Y R E A H A N F R H G Y D Q  
N N B F F C N F S L Q K E K Y  
D R A U U E R O T P N T I F I  
M T Q P R Z N U K A E K B X Z  
A B O S K J S Q H L S D B Q T  
D Y T P P I V T E A A R W Z P  
D V V N A R N T P C E A C G U  
I N V I T E I A G E L C G R R  
N E E U Q L T N B A P H W Y R  
I R W T O Z Z N C C B P I B E  
L T C P H I T L J E Z P C L T  
W O R E M E M B E R S O H A N  
K E D P O H I R P Q W S H C I



CARD  
GRANDMA  
INTERRUPT  
INVITE  
MANNERS  
NAPKIN  
PALACE  
PLEASE  
POLITE

PRINCESS  
QUEEN  
REMEMBER  
RUBY  
TEACUP  
TEAPOT  
THANK YOU  
WELCOME



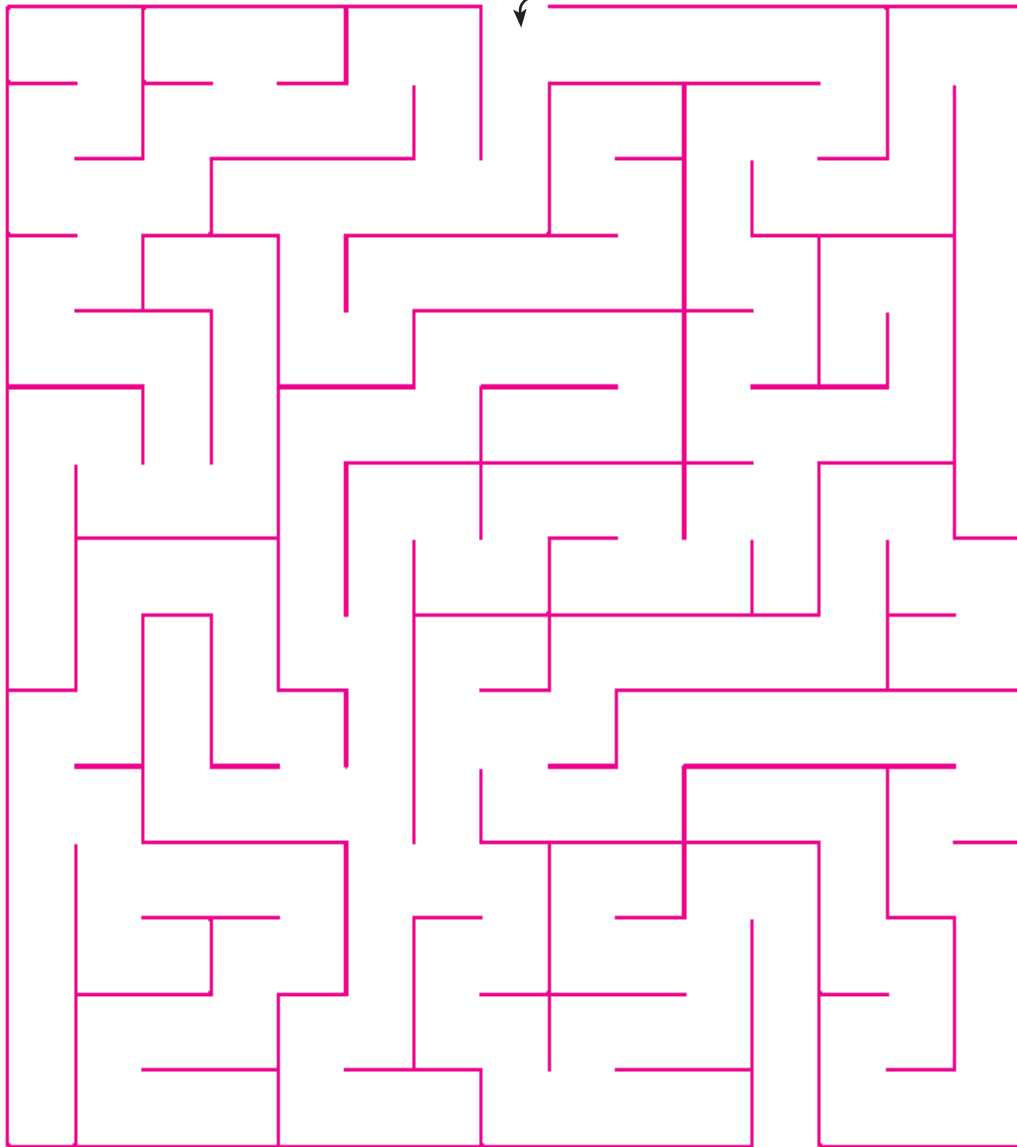
# Tea Party Event Kit



START

## Where Is the Tea Party?

Ruby has been invited to have tea with the Queen, but she's not sure how to get there! Can you help her find her way?

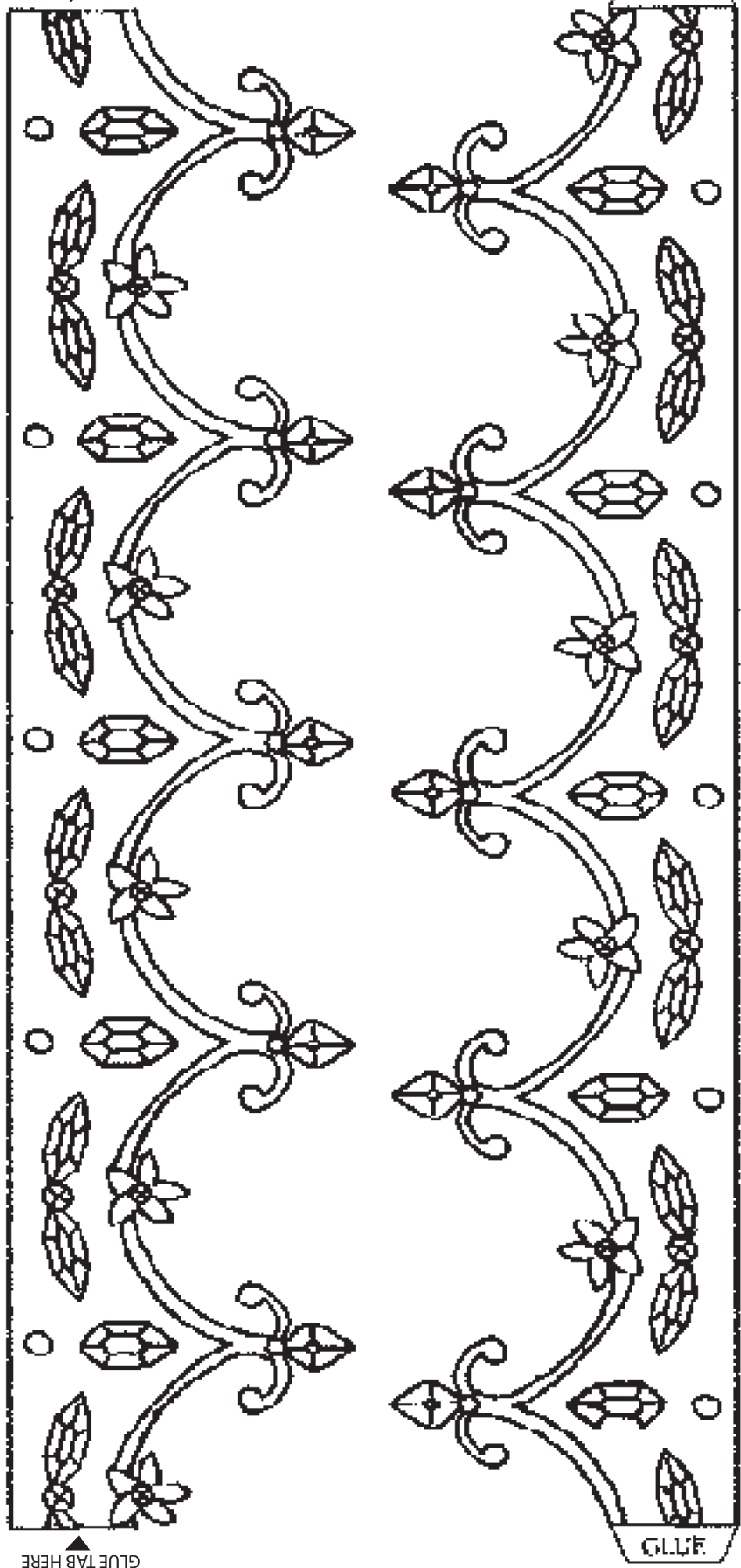


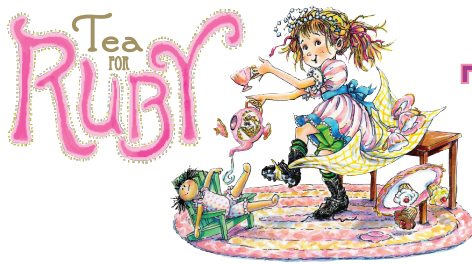


## Design Your Own Crown

Every princess needs a crown! You'll need crayons, markers, or colored pencils for this activity, so make sure you have some handy. Color in both halves of the crown, then cut out both pieces. If you have glue or tape, use that to connect the two pieces into a circular crown. Otherwise, ask a grown-up to staple the two pieces together. Put it on your head, and make sure to use your best princess manners!

GLUE TAB HERE





# Tea Party Event Kit

## Sing Your Way to Better Manners

Learning about manners can be fun! Here is a collection of songs that will teach you good manners. Sing them alone, or with your family and friends. Either way, you'll be having fun and learning good manners in the process!

### Thank You

*(Sung to the Tune of "If You're Happy and You Know it")*

When my grandpa gives me something, I say "thank you."  
When my grandma gives me something, I say "thank you."  
I can see it makes them happy  
when I say it so politely.  
Yes, good manners mean to always say "thank you!"



### Manners

*(Sung to the Tune of "I'm a Little Teapot")*

I have super manners, yes I do.  
I can say "please" and "thank you" too.  
When I play with friends, I like to share.  
That's the way I show I care!

### Table Manners

*(Sung to the Tune of "Frere Jacques")*

Chewing quietly, chewing quietly,  
do not slurp, do not slurp!  
we must say "excuse me,"  
We must say "excuse me,"  
when we burp.  
when we burp.

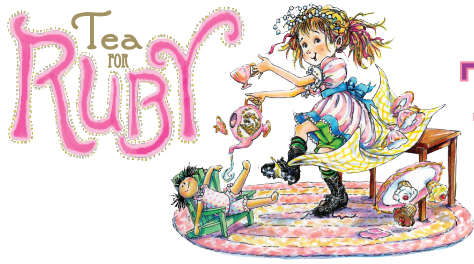


### Friends

*(Sung to the Tune of "Twinkle, Twinkle, Little Star")*

We say "thank you," we say "please,"  
we don't interrupt or tease.  
We don't argue, we don't fuss,  
we listen when folks talk to us.  
We share our toys, we take our turn.  
Good manners are easy for us to learn.





# Tea Party Event Kit

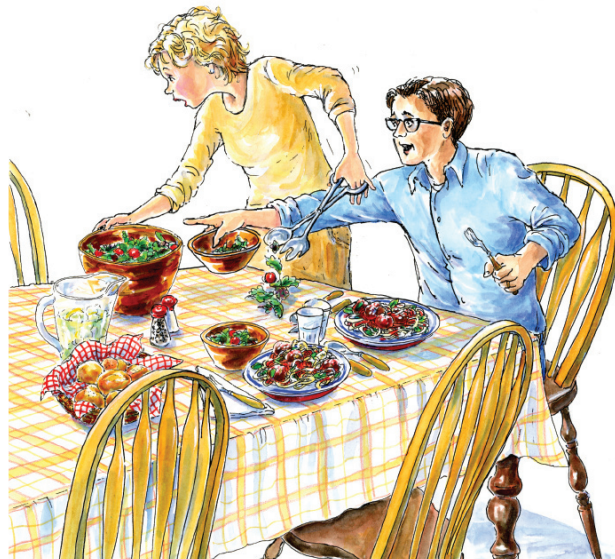
## Practice Your Manners at Home with Family Penny Night!

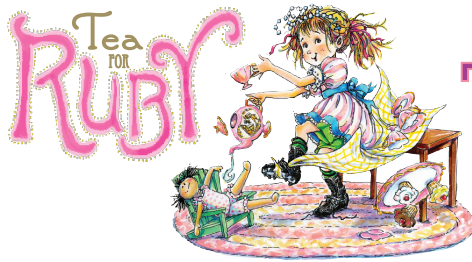
Good manners start at home, and what better way to practice them than with a game the whole family can take part in and enjoy! Penny Night is best played at dinner or another meal when the whole family will be present. Here's how to play:

1. Each member of the family gets five pennies stacked in front of them at the beginning of the meal.
2. Throughout dinner, keep an eye on your mom and dad and brothers and sisters to see if anybody forgets their manners! When they do, politely point out their mistake, and you get one of their pennies. Remember, they'll also be keeping an eye on you!
3. At the end of dinner, whoever has the most pennies in their pile wins. Congratulations on having wonderful manners!

Use Ruby's Rules for Good Manners as a guide for Penny Night, but don't forget your other good table manners like keeping your elbows off the table, not playing with your food, and cleaning up your own dishes when the meal is over.

*Uh-oh*—looks like Ruby's family could use a Penny Night or two!





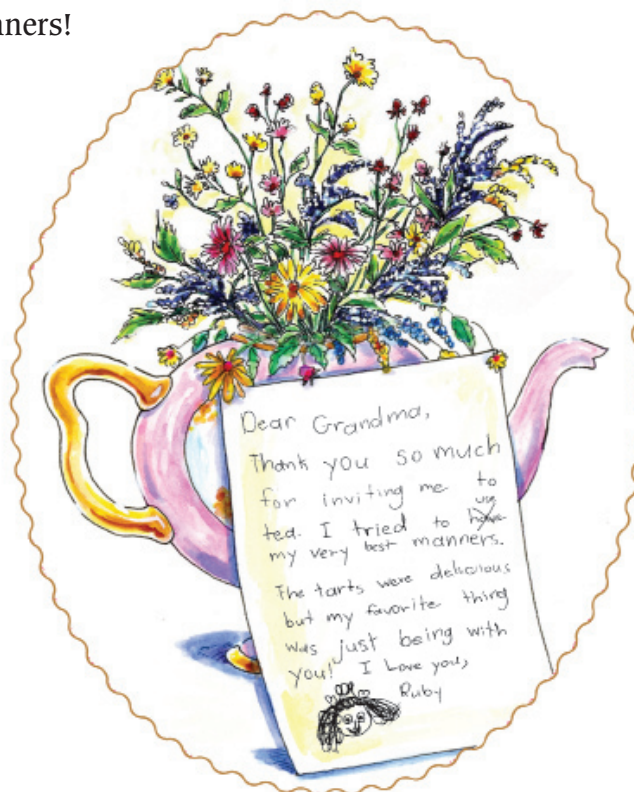
# Tea Party Event Kit

## Practice Your Manners

Next time you need to say “Thank-you” to somebody, why don’t you try using this guide and the foldable thank you card on the next page. Instead of simply saying thank you, write a letter like Ruby writes to her grandma after the tea party.

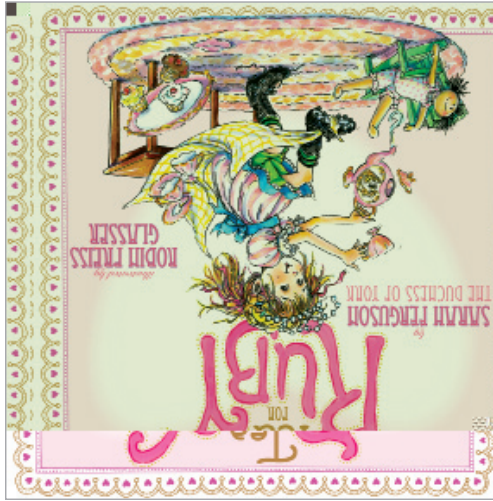
1. Start your letter with the word “Dear,” and then put the name of the person you’re writing to.
2. Next, say why you’re writing to them. Start the sentence with, “Thank you so much for” and then finish it with whatever you’re thanking them for. (Ex: for inviting me over, for the nice present, for coming to my party, etc.)
3. Include a sentence that explains why you’re thankful. (Ex: The present is so pretty, I play with it all the time! Or, I had so much fun at your house, and I love spending time with you, etc.)
4. Add one more sentence that says something nice about the person you’re writing to. (Ex: You’re a great friend, I can’t wait to hang out again, etc.)
5. Finish the letter by signing your name. Use the word “From” or “Love” and then put your name after it.
6. If you’d like, draw a picture on the letter. Or just put it in an envelope and give it to the person you wrote it to.

What nice manners!





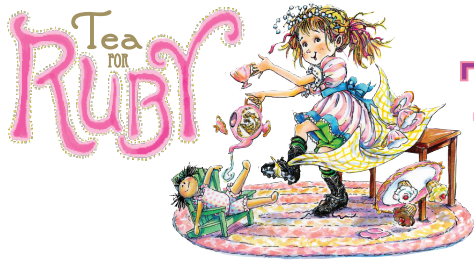
A Paula Wiseman Book • Simon & Schuster Children's Publishing  
By Sarah Ferguson, The Duchess of York  
Illustrated by Robin Preiss Glasser  
**TEA FOR RUBY**



Cut out card and fold on dotted line

Cut out card and fold on dotted line





# Tea Party Event Kit

## Solutions

### Mind Your Manners Word Search



CARD  
 GRANDMA  
 INTERRUPT  
 INVITE  
 MANNERS  
 NAPKIN  
 PALACE  
 PLEASE  
 POLITE

PRINCESS  
 QUEEN  
 REMEMBER  
 RUBY  
 TEACUP  
 TEAPOT  
 THANK YOU  
 WELCOME

### Where Is the Tea Party?

