

# Table of Contents

## Introduction

Teaching Notes . . . . .3

## Phone Skill Basics

Telephone Parts . . . . .4

Ready, Set, Call! . . . . .5

Business Card Calls . . . . .6

Phone Practice . . . . .7

## Phones & Emergencies

911 Emergency . . . . .8

Behind the Scenes . . . . .9

911 Operator . . . . .10

What Should You Do? . . . . .11

When Should I Call 911? . . . . .12

Dial 911? . . . . .13

Emergency or Not? . . . . .14

More Emergencies? . . . . .15

## Telephone Features

Taking Phone Messages . . . . .16

Answering Machines . . . . .17

Message Fun . . . . .18-19

Answering Machine Scramble . . . . .20

## Phone Book Fun

Telephone Directories . . . . .21

Phone Your Friends . . . . .22

Phone Number List . . . . .23

Look It Up! . . . . .24

Animal Friends Phone Book . . . . .25

ABC Address Book . . . . .26

My Important Numbers . . . . .27

Make Your Own Phone Book . . . . .28

My Phone Book . . . . .29

## Phone Activities

Ring-a-Ling Fun . . . . .30

Make Your Own Phone . . . . .31

Telephone Tips . . . . .32



# Teaching Notes

## Introduction

Teach your child important telephone skills by using the Teaching Telephone™ Activity Book. Developed for use with the Pretend & Play® Teaching Telephone (LER 2665), this book can also be used with any toy or unplugged telephone.

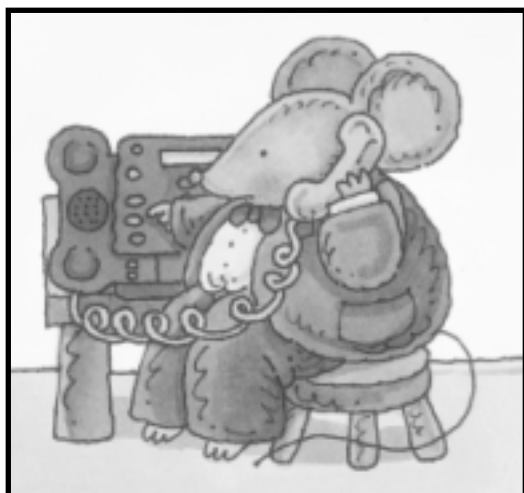
## About the Book

This book is intended for adults and children to read and discuss together. Depending on each child's reading ability, adults may need to help children with some of the activities.

Follow Alley Cat and Monty Mouse through this activity book as the following telephone information and skills are addressed:

- Basic telephone features
- Important telephone numbers
- Answering the telephone and taking messages
- 911 situations and what to do
- Looking up telephone numbers and dialing

Use the activities in this book as springboards for discussion about telephone usage and safety. Right or wrong answers for the situations described in this book are not provided because emergencies and circumstances may vary from minor to serious.



## Getting Started

Assess your child's level of understanding by asking a few basic questions:

- What is a telephone used for?
- How do you know when someone is trying to call?

## Telephone Parts

Begin by reviewing the basic parts of a telephone. See page 4 for a diagram of the Teaching Telephone™ and its features.

- Together, count the numbers on the keypad.
- Start practicing your home telephone number.

## Phone Smarts

Be sure to teach children to "be smart" when using the telephone. Discuss the following safety tips with your children:

- When answering the telephone (or doorbell), never say an adult is not home. Say, "They are busy or can't come to the phone right now." Practice this scenario with your child.
- Be sure your child knows that the Teaching Telephone is a toy, and cannot reach 911 or any outside lines in case of an emergency.
- If your community does not have a 911 emergency service, teach children the local emergency phone numbers, and post them near the telephone.

### IMPORTANT!

*Be sure to explain to children that the Teaching Telephone and other toy telephones will not work in emergency situations. Teach them the difference between a toy telephone and a real telephone.*

# 911 Emergency

## What is 911?

911 is a telephone number to call in case of an emergency. It is used in nearly every town in the United States. If your community does not have 911 service, learn your local emergency phone number, and post it near the telephone.

## When should I call 911?

Call 911 if you feel there is an emergency and you need immediate help. Talk to your parents and teachers about when it is a good time to call 911.

## What should I expect when I call 911?

An operator will answer when you call 911. This person has been trained to deal with emergencies and will help you. Be ready to answer these questions when you dial 911:

1. What is the emergency?
2. What is the location of the emergency? Know addresses and landmarks.  
This will help the emergency team find you quickly.
3. What is your name, address, and telephone number?

Don't hang up! The 911 operator will help you while you wait for help to arrive.

## Who will come if I call 911?

The 911 operator will determine who will help you. The police, fire department, or paramedics will be called for help.

### REMEMBER!

*Every emergency is different, and must be handled in a different way. Talk to your parents and teachers about all emergency situations, and decide what you should do if they take place.*



**911 Operator**

# Behind the Scenes

*Who do you reach when you call 911?  
Police officers, firefighters, and paramedics will come to help you.  
Find out what each emergency team does.*



**Police Officers**

## **Police Officers**

Police officers protect people from danger and make sure laws are obeyed. The police remind us:

- Don't talk to strangers.
- Wear seatbelts and helmets.
- Stop, look, and listen when crossing the street.

**Police Phone Number** \_\_\_\_\_

## **Firefighters**

Firefighters help put out fires and teach us about fire safety. Firefighters remind us:

- Don't play with matches.
- Go outside if there is a fire.
- Stop, drop, and roll if your clothes ever catch fire.

**Fire Phone Number** \_\_\_\_\_

## **Paramedics**

Paramedics drive ambulances and help people who are sick or hurt. Paramedics remind us:

- Don't eat or drink medicine without asking an adult.
- Never touch poison.

**Paramedics Phone Number** \_\_\_\_\_



**Firefighters**



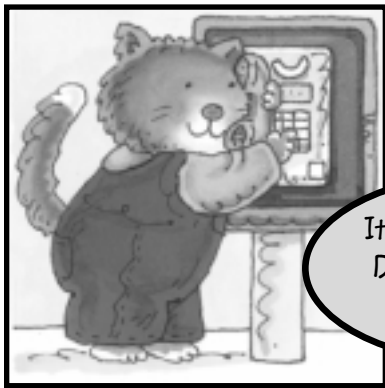
**Paramedics**

# 911 Operator

*Alley and Monty want to practice calling 911 on the Teaching Telephone. This will help them get ready in case they ever need to call 911 in a real emergency. You can practice, too!*

**H**ere is the “practice emergency:” Your friend Freddie Fox fell through some ice while he was ice skating on the pond.

You run to a telephone and call 911.



It's free to call 911.  
Don't worry about finding change.



The 911 Operator will ask these questions.  
Practice filling in some answers.



1. “911. What is the emergency?”

---

---

2. “What is the location of the emergency?”

---

---

3. “What is your name?”

---

---

4. “What is your address?”

---

---

5. “What is your telephone number?”

---

---