



and  
The Woman's Club of Fairmont  
present

## Young Ladies Etiquette Program

For children aged 9-11

This exciting six-week class will be taught by certified etiquette expert **Lyla Grandstaff** of Fairmont. Cost is \$100, which includes the class and all materials.

Lyla holds a Bachelor of Science Degree in business from Fairmont State University and is completing her Master's Degree in Corporate and Organizational Communications from West Virginia University.

She also earned her certification in Business, Social and Children's Etiquette from the Etiquette Institute of St. Louis, Mo. She is a lifetime member of the Etiquette Institute and a member of Toastmasters International.

Lyla is active in her community, serving as an advisory member for the Salvation Army of Marion, Monongalia and Preston counties; a member of the Design Committee for Main Street Fairmont; and as a member of the Marketing and Communications Committee of the Community Foundation of North Central West Virginia.



Lyla Grandstaff

726 East Park Avenue #104 • Fairmont, WV 26554 • (304) 476-7168



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# *The Program*

## **Respect and Rules**

- ⇒ Following the rules of etiquette shows respect for others around you.
- ⇒ Know the rules and follow them.



## **First Impressions**

- ⇒ You never get a second chance to make a first impression, so make your first one a good one.

## **Communication Skills**

- ⇒ Be a good listener as well as a confident talker. Remember, you have two ears and one mouth.

## **Basic Skin Care & Makeup**

- ⇒ Take care of your skin.
- ⇒ How much makeup is too much?

## **Graduation Fashion Show**

- ⇒ Parents invited to participate



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