



#familiestoolkit

Supporting the Family



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Section 1 - Children and Young People

Dear Children and Young People,

This toolkit has been created to help and reassure you and your family during these times.

What is Covid-19 you might be thinking? 🤔

It is a new virus that the doctors, nurses and scientists haven't seen before. There are lots of clever people working very hard to learn about Covid-19 and understand how it can be treated. They will find a way!

We already know the symptoms are an ongoing cough, high temperature and shortness of breath. If you have been poorly before, you may have already had some of these and therefore you will know that you have got better.

If you are feeling unwell, let an adult know. They will keep you safe and you will stay indoors for 14 days, until the germs have gone. Whilst at home for 14 days, you can still do the normal things at home such as eating, sleeping, resting, learning and playing. They are all very important and will help you to recover.

To avoid spreading the virus, there are some things you can do to help:

- ✓ Wash your hands with soap and water regularly - do this for at least 20 seconds.
- ✓ Wash your hands when you get home or into school.
- ✓ Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.
- ✓ Put tissues in the bin once you've used them.
- ✓ Do some learning everyday!
- ✓ Do some playing everyday!
- ✓ Avoid large groups of people. Being at home with your family is fine.
- ✓ Avoid shaking hands - have you heard of an elbow bump?!
- ✓ Listen to the adults!

The grown up will help you and keep you safe. If you are worried, tell them. You may have questions for the grown ups, they will be able to answer some of them but they may not know all the answers yet.

Just to remind you, you will go back to school when we can. The school grown ups look forward to seeing you.

8 THINGS STUDENTS CAN DO TO BOOST THEIR MENTAL HEALTH



MIND AND BODY

Maintaining a well balanced diet, staying hydrated and following a regular sleep pattern is scientifically proven to keep your body and mind healthy.



EXERCISE

Regular exercise affects the brain on multiple fronts. It increases heart rate, which pumps more oxygen to the brain, improving mood and reducing stress and anxiety.



ORGANISATION

Time management is a great way of increasing productivity and reduce pressure. By keeping organised, you will save time looking for things and will have more time to work on important tasks.



SELF-CARE / LIFESTYLE

Practicing self-care techniques and general lifestyle changes can help manage the symptoms of many mental health problems. They may also help prevent some problems from developing or getting worse.



TALK TO SOMEONE

Talking to someone helps you to look at things in a different way and to find solutions. Don't bottle up your emotions, talk to your friends, family and teachers.



CHALLENGE

Challenge yourself to keep your self-esteem high. When you give up on yourself, you lose faith in your skills and knowledge, which consequently leads to a lower self-esteem.



CHECK IN

It's important to check in with yourself because we can become so absorbed in our thoughts and our subsequent reactions to them that we do not observe what is actually happening in the present moment.



PROBLEM SOLVE

When you experience a problem, try writing it down and try find a solution. Problem solving skills are highly sought after by employers as many companies rely on their employees to identify and solve problems.



Self-isolation vs Social-distancing

You may have heard adults or the media talking about self-isolation and social distancing. Here are some explanations to help you understand what they mean:

Self-isolation

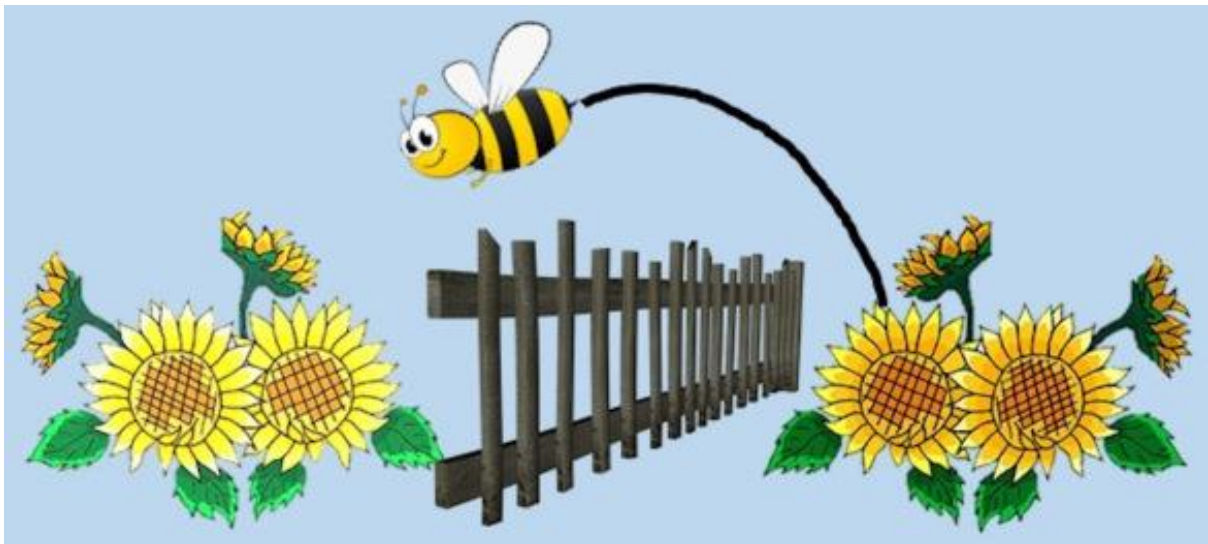
Self-isolation means stay indoors and completely avoiding contact with other people. You need to do this if you have [symptoms of coronavirus](#). This is to stop other people from getting it.

The adults will decide you need to self isolate and look after you:

- if you have [symptoms of coronavirus](#)
- before you get tested for coronavirus
- while you wait for test results
- if you have had a positive test result for coronavirus

Social-distancing

Social distancing means reducing social interaction between people. This is to help prevent the virus from spreading. It means you will not visit the homes of family members, and they won't visit your home. You can still stay in touch by phone, FaceTime, Skype or maybe you can think of another way!



BREAKING:

GETTING OUTDOORS **NOT CANCELLED**

MUSIC **NOT CANCELLED**

FAMILY **NOT CANCELLED**

READING **NOT CANCELLED**

SINGING **NOT CANCELLED**

LAUGHING **NOT CANCELLED**

HOPE **NOT CANCELLED**

LET'S EMBRACE WHAT WE **HAVE.**

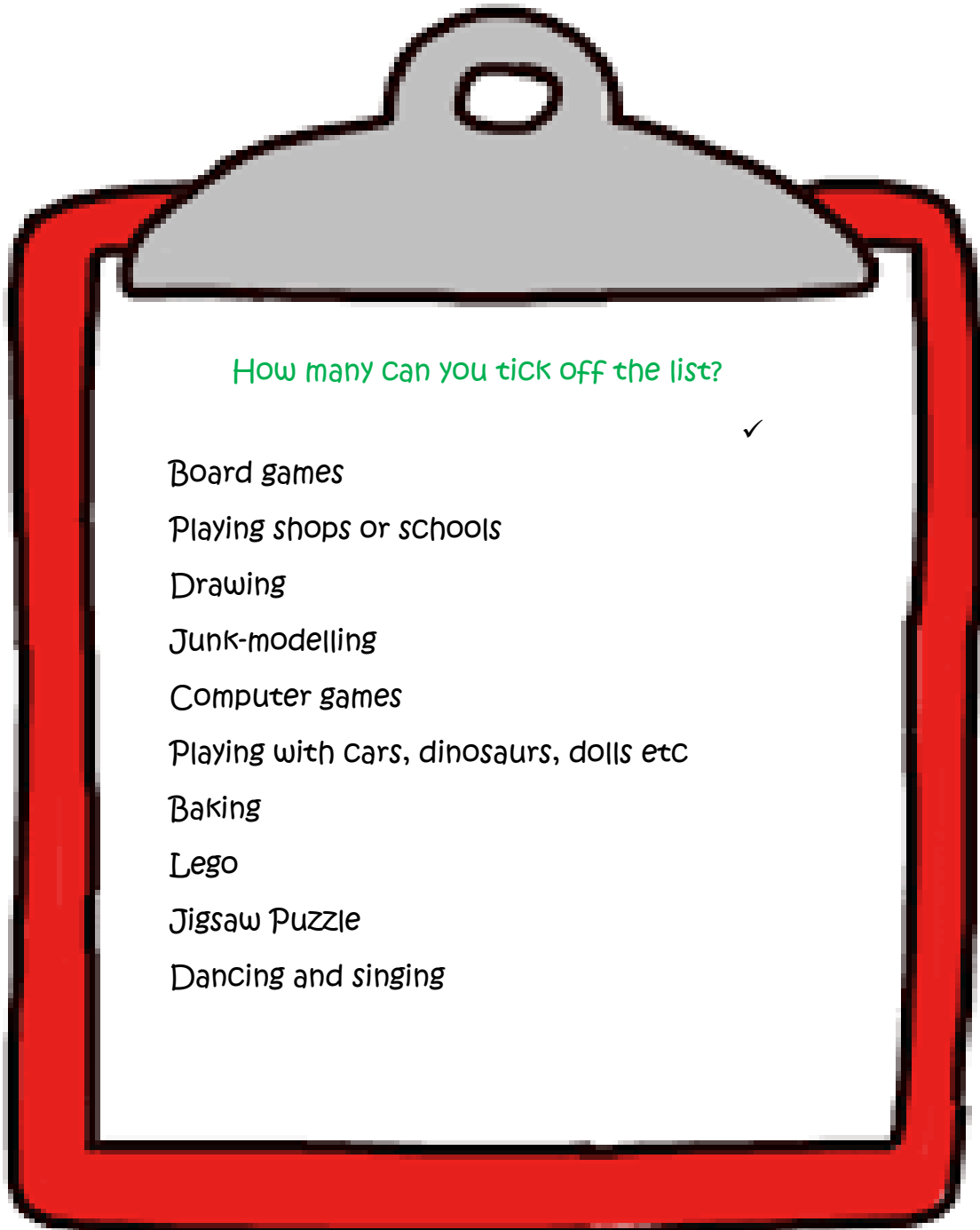
unsinkable.



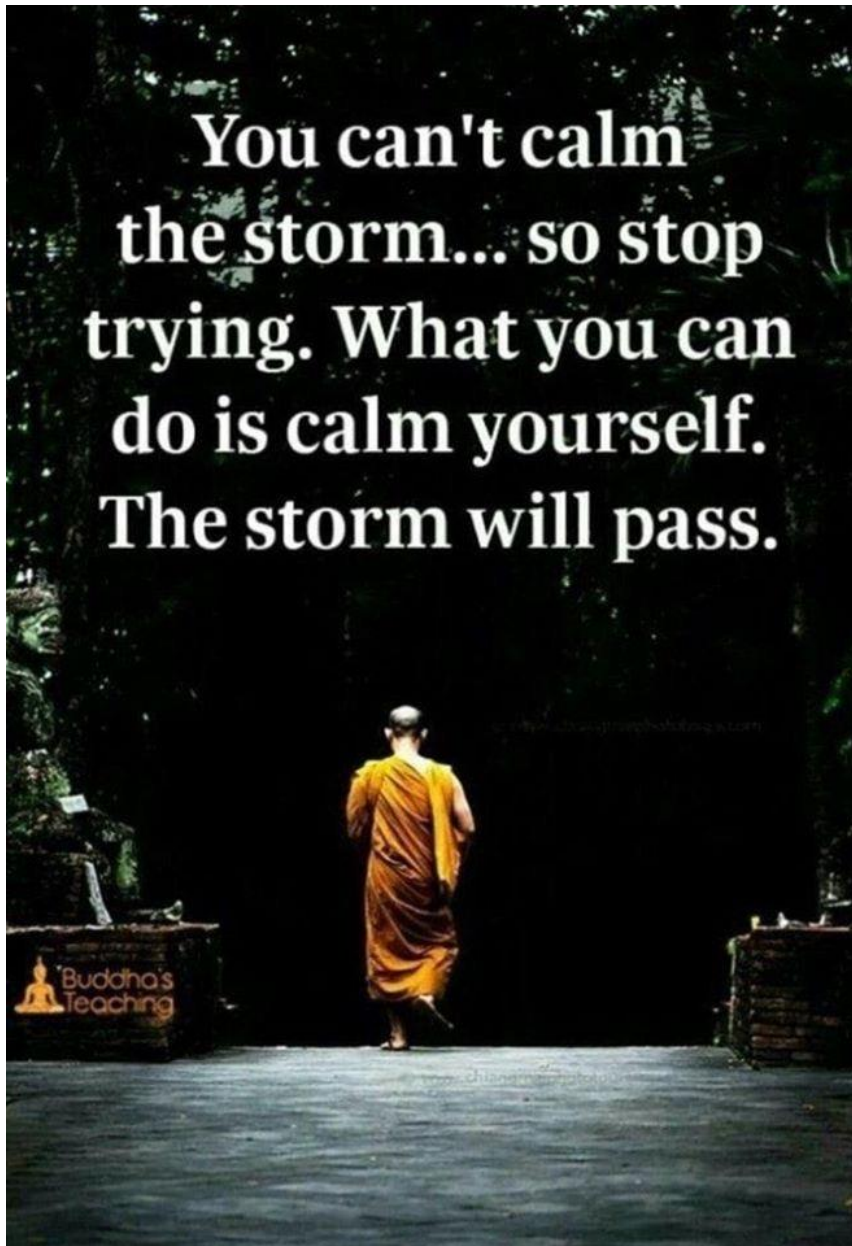
Play Activities

You will have some ideas of your own and things you like to play with. Being at home for longer than usual, could get a little boring at times.

Here are some ideas of things you can do:



**You can't calm
the storm... so stop
trying. What you can
do is calm yourself.
The storm will pass.**



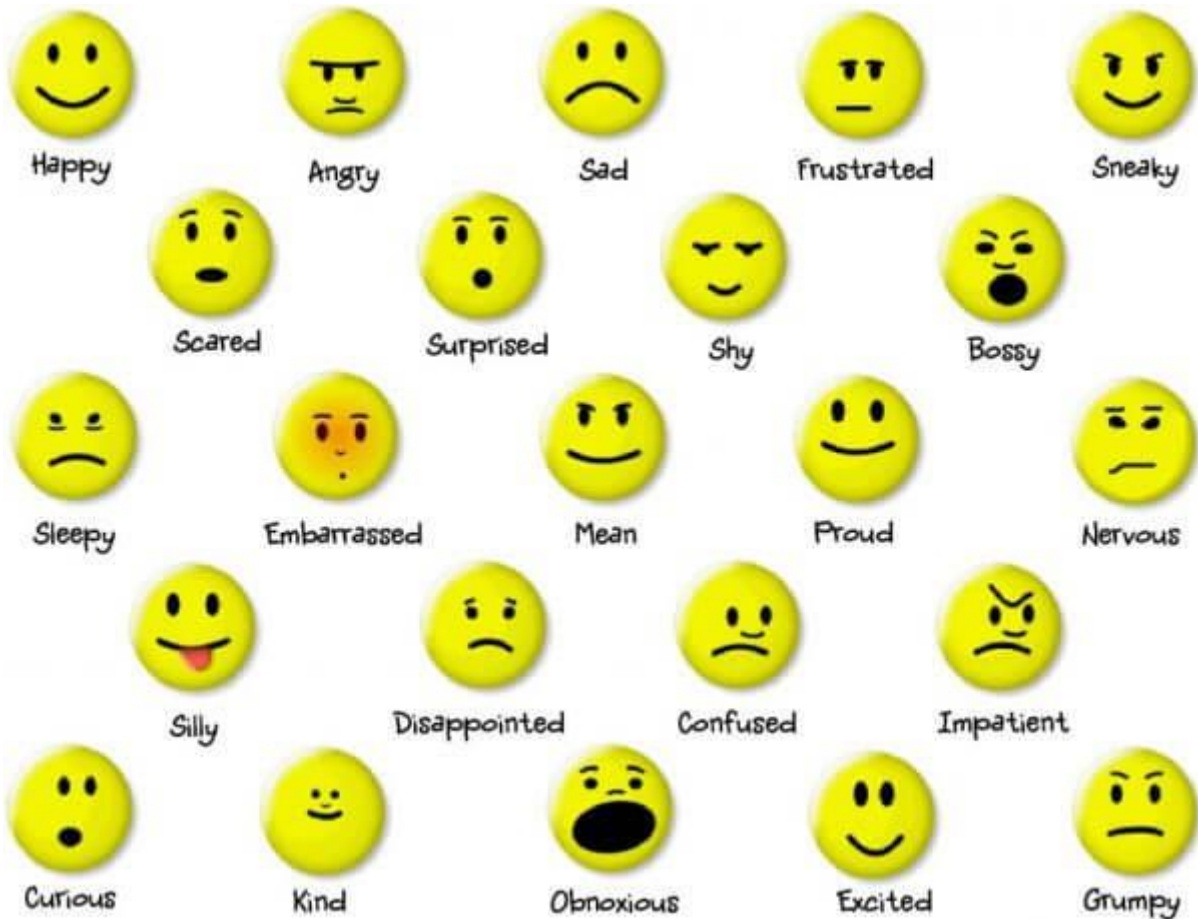
Feelings and Emotions



It is okay to have feelings and emotions, it is normal. It is important to let a grown up know so they can help you.

This might help you to express yourself to a grown up if you find it difficult to tell them:

I feel.....

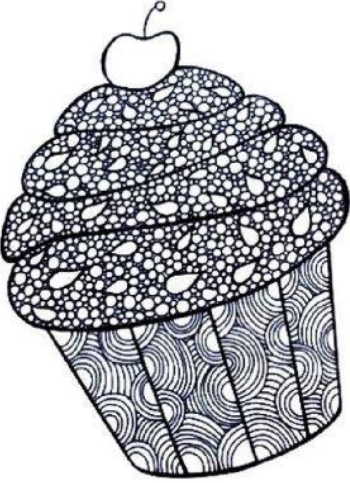


If you are feeling worried or anxious, try these strategies:

- ✓ Do something you enjoy doing.
- ✓ Share how you are feeling with a grown up so they can help you.
- ✓ Have a bath
- ✓ Watch TV to distract your mind
- ✓ Mindfulness activities

Mindfulness Activities

1. Strategy Plan



People who help me:


MY COPE-CAKE

Things that help me feel calm:

Places where I feel calm & safe:

I am:

Positive thoughts:


www.facebook.com/OMazingKidsYoga

2. Breathing Exercises



BREATHE IN

Pretend you are smelling a flower.



BREATHE OUT

Pretend you are blowing a leaf.

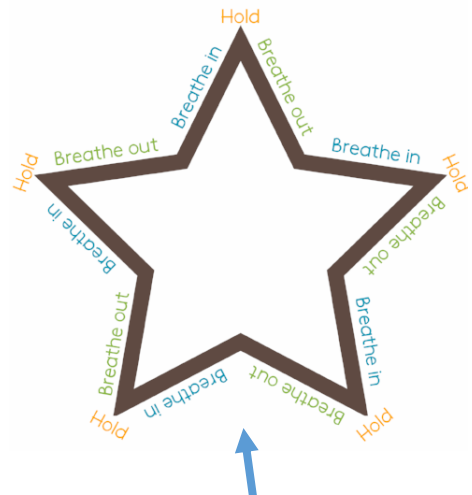
The 5-4-3-2-1 Coping Technique

Ease your state of mind in stressful moments.

 <p>Acknowledge 5 things that you can see around you.</p>	 <p>Acknowledge 4 things that you can touch around you.</p>
 <p>Acknowledge 3 things that you can hear around you.</p>	 <p>Acknowledge 1 thing that you can taste around you.</p>
 <p>Acknowledge 2 things that you can smell around you.</p>	

#DeStressMonday DeStressMonday.org **DeStress MONDAY**

3. Grounding Exercise



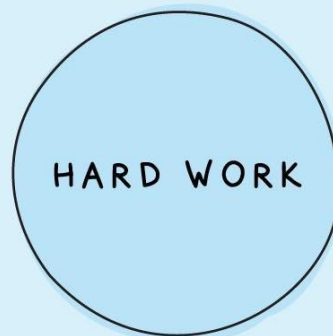
Use your finger to slowly draw the shape of the star, following the instructions as you go

Do you know of any others you can share with your friends or with the community?

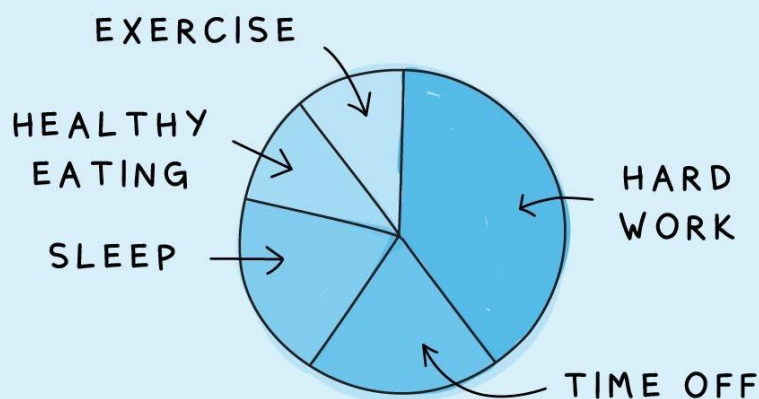
Ask an adult to share them to #familiestoolkit!

Activities and Routines help to keep busy and get things done.

WHAT I THOUGHT WOULD MAKE ME PRODUCTIVE



WHAT ACTUALLY DOES



Learning

The schools will share resources with you to help you with your learning whilst we are away from the school. Don't forget that lots of schools have online learning platforms so use these!



There are many resources to be found on this link, for all school ages and SEND needs:

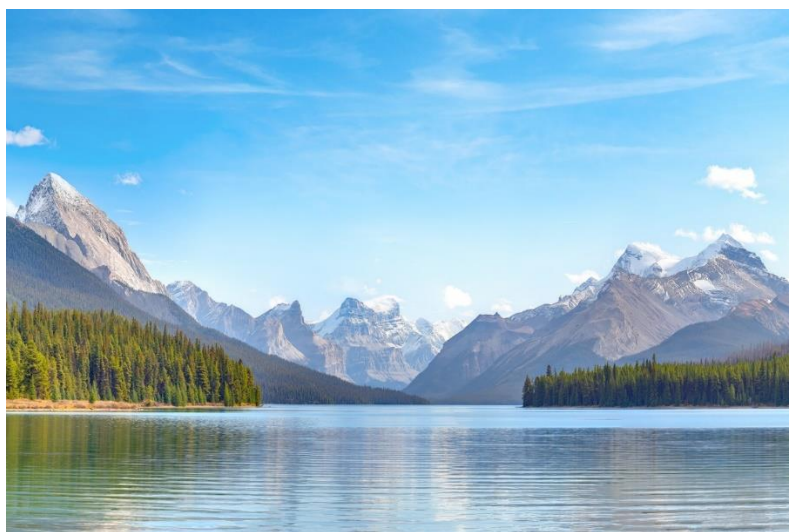
<https://chatterpack.net/blogs/blog/resources-list-for-home-learning>

This link is updated regularly so keep checking!

Have a look here too:



Section 2 - Parents, Carers, Families and Staff



Dear Parents/Carers,

We are acutely aware that current climate is presenting us with a wide range of difficulties to face.

This toolkit has been created to help and reassure you and your family during these times. The toolkit offers guidance on how to manage the needs of your family, in these uncertain times. It also provides guidance on where to seek support for yourself.

We recognise that the need for us to present with a sense of calm and rational thinking for our children is essential, to prevent excessive anxiety and worry. Logical and honest responses to your children's questions is advised and remember, it is okay to not know the answers! Also, as adults, we have our own worries and mental health needs to manage too.

These resources are designed to support you and the intention is to update the #familiestoolkit as the situation develops.



"At many times throughout their lives, children will feel the world has turned topsy-turvy. It's not the ever-present smile that will help them feel secure. It's knowing that love can hold many feelings, including sadness, and that they can count on the people they love to be with them until the world turns right side up again."

- Fred Rogers

Managing Anxiety

I am a VIRUS,
cousins with the flu and
the Common Cold



See this

<https://www.mindheart.co/descargables>

This link provides a social story in multiple languages to explain Covid-19 in a child-friendly way.

Social stories

<https://usevisualstrategies.com/autism-coronavirus-helping-students-understand/>

Please see schools websites for others.

Use the strategies in the Pupil's pack to support anxiety and mental health needs.



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- ✓ Be honest with children. You can't always have the answers!
- ✓ Be logical and realistic.
- ✓ A calm and reassuring approach is vital
- ✓ Use their own language to give explanations
- ✓ Stick to the Government Guidance

Covid-19 Advice

- ✓ Search NHS Covid-19 advice for latest health advice
- ✓ Call 111 if you are unsure of what to do.
- ✓ Government Guidance can be found here: <https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults>

Talking to kids about coronavirus...

- Ask them what they're actually worried about.
- Be honest but not alarming.
- Be mindful of your own reactions – children will look to you for reassurance & feed off your anxiety.
- Explain that things in the media may sound worse than they are.
- Explain that coronavirus is not serious for the majority of people – especially children.
- Teach them the importance of hand-washing.
- Explain that coronavirus won't go away overnight, but will get more common & then start to go away.
- Only use accurate sources for information – like NHS.uk.

Visual aids

The Coronavirus

The Coronavirus (COVID-19) is a virus that can make you sick with a fever, cough, sore throat, or feeling short of breath.



I can stay healthy by washing my hands with soap or hand sanitizer and avoiding large crowds. This is very important.



If you feel sick, you should stay home. This is a safe thing to do. Some people will stay home to get better and others will go to the hospital to get better.



During this time, there will be no school. I will complete school work and learn when I am home.



I know I will be safe and happy with my family at home.



Once the Coronavirus is gone, I will be able to back to school with my friends.



 BEST- Behavior Education and Service Team

School Closure

Starting Monday, March 16th, school will be closed until further notice.



I will not take a car or bus to school. I will stay home to learn and play.



I'm staying home because some people are sick with the Coronavirus. This is a safe thing to do. Some people will stay home to get better and others will go to the hospital to get better.



When I am home, I can keep myself healthy by washing my hands with soap or hand sanitizer, and cover my mouth when I cough or sneeze.



I might feel sad and miss my friends and teachers at school, but closing the school down keeps me safe with my family at home.



Once the Coronavirus is gone, I will be able to back to school with my friends.



 BEST- Behavior Education and Service Team

Coronavirus - Staying Safe

People are talking about Coronavirus because it is a new type of flu.



Just like with all other colds or flu it is important to be healthy.



Children and adults are very good at fighting the flu.



Just like all colds or flus it can be harder for older people to stay healthy from flu.



I can stay healthy by



When preparing food



FREQUENTLY WASH HANDS WITH SOAP



After sneezing or blowing my nose



Before eating



After using the bathroom



If they are dirty



I can stay healthy by



Not touching my face, or biting my nails



Trying not to touch outside doors, handles, railings



I can help keep others healthy by



Coughing & sneezing into my elbow



Putting used tissue in the bin



Staying at home if I feel sick



Just like any other cold or flu Coronavirus will go away in a couple of months



I do not need to worry about it but if I am unsure I can talk to my caregivers



 Triple A Wicklow
CHY 18175
Fb/TripleAWicklow
tripleawicklow@gmail.com




ASD, Tic, Tourette's, Anxiety and other needs

<https://www.tourettes-action.org.uk/>


<https://www.youtube.com/watch?v=rvvQ9dYLEAw&safe=active>

<https://youngminds.org.uk/>

<https://www.nelft.nhs.uk/services-kent-medway/>

 **World Health Organization**

Helping children cope with stress during the 2019-nCoV outbreak


 Children may respond to stress in different ways such as being more clingy, anxious, withdrawing, angry or agitated, bedwetting etc.

Respond to your child's reactions in a supportive way, listen to their concerns and give them extra love and attention.


Children need adults' love and attention during difficult times. Give them extra time and attention.

Remember to listen to your children, speak kindly and reassure them.

If possible, make opportunities for the child to play and relax.

 Try and keep children close to their parents and family and avoid separating children and their caregivers to the extent possible. If separation occurs (e.g. hospitalization) ensure regular contact (e.g. via phone) and re-assurance.

Keep to regular routines and schedules as much as possible, or help create new ones in a new environment, including school/learning as well as time for safely playing and relaxing.

 Provide facts about what has happened, explain what is going on now and give them clear information about how to reduce their risk of being infected by the disease in words that they can understand depending on their age.

This also includes providing information about what could happen in a re-assuring way (e.g. a family member and/or the child may start not feeling well and may have to go to the hospital for some time so doctors can help them feel better).

5

HELPFUL PHRASES TO SAY TO AN ANXIOUS CHILD

and 2 Phrases You Should Never Say

Phrases to Say:

- "You are safe"
- "What do you need"
- "I love you"
- "This will pass"
- Offer compliments

Phrases to Never Say:

- "Calm down"
- "You are fine"

<https://goodbyeanxietyhellojoy.com>

DID YOU KNOW

THAT A 20 SECOND HUG RELEASES THE BONDING HORMONE AND NEUROTRANSMITTER OXYTOCIN, WHICH IS A NATURAL ANTIDEPRESSANT.

 COSMIC SCIENTIST



thirdeyethirst

Learning

The schools will share resources with you to help you with your child's learning whilst we are away from the school. Don't forget that lots of schools have online learning platforms so use these!



Chatter Pack offer learning resources for all age groups:

<https://chatterpack.net/blogs/blog/resources-list-for-home-learning>

Some of these may be useful:



Exam stress:

https://youngminds.org.uk/resources/school-resources/wellbeing-tips-for-secondary-students-during-exams/?gclid=EAIaIQobChMI0uz5q6Km6AIVgrTtCh1cPwF2EAAYASAAEgJccvD_BwE

Five ways to keep your children learning, happy and healthy:

<https://news.sky.com/story/coronavirus-homeschooling-five-ways-to-keep-your-kids-learning-happy-and-healthy-11959988>

Podcasts

Buy Why: A Curious for Kids:

<https://podcasts.apple.com/gb/podcast/but-why-a-podcast-for-curious-kids/id1103320303>



Online Safety

Please bear in mind, your child's online activity is likely to increase whilst away from school. This has the potential to increase risk if not managed:

<https://www.thinkuknow.co.uk/>

<https://www.ceop.police.uk/safety-centre/>

FIFTEEN APPS PARENTS SHOULD KNOW ABOUT

MEETME  <p>MEETME IS A DATING SOCIAL MEDIA APP THAT ALLOWS USERS TO CONNECT WITH PEOPLE BASED ON GEOGRAPHIC PROXIMITY. AS THE APP'S NAME SUGGESTS, USERS ARE ENCOURAGED TO MEET EACH OTHER IN PERSON.</p>	GRINDR  <p>GRINDR IS A DATING APP CEARED TOWARDS GAY, BI AND TRANSGENDER PEOPLE. THE APP GIVES USERS OPTIONS TO CHAT, SHARE PHOTOS AND MEET UP BASED ON A SMART PHONE'S GPS LOCATION.</p>	SKOUT  <p>SKOUT IS A LOCATION-BASED DATING APP AND WEBSITE. WHILE USERS UNDER 17-YEARS-OLD ARE UNABLE TO SHARE PRIVATE PHOTOS, KIDS CAN EASILY CREATE AN ACCOUNT USING A DIFFERENT AGE.</p>
WHATSAPP  <p>WHATSAPP IS A POPULAR MESSAGING APP THAT ALLOWS USERS TO SEND TEXTS, PHOTOS, MAKE CALLS AND VIDEO CHATS WORLDWIDE. WHATSAPP USES AN INTERNET CONNECTION ON SMART PHONES AND COMPUTERS.</p>	TIKTOK  <p>TIKTOK IS A NEW MOBILE DEVICE APP POPULAR WITH KIDS USED FOR CREATING AND SHARING SHORT VIDEOS. WITH VERY LIMITED PRIVACY CONTROLS USERS ARE VULNERABLE TO BULLYING AND EXPLICIT CONTENT.</p>	BADOO  <p>BADOO IS A DATING AND SOCIAL NETWORKING APP WHERE USERS CAN CHAT, SHARE PHOTOS AND VIDEOS AND CONNECT BASED ON LOCATION WHILE THE APP IS INTENDED FOR ADULTS ONLY, TEENS ARE KNOWN TO CREATE PROFILES.</p>
BUMBLE  <p>BUMBLE IS SIMILAR TO THE POPULAR DATING APP 'TINDER' HOWEVER, IT REQUIRES WOMEN TO MAKE THE FIRST CONTACT. KIDS HAVE BEEN KNOWN TO USE BUMBLE TO CREATE FAKE ACCOUNTS AND FALSIFY THEIR AGE.</p>	SNAPCHAT  <p>SNAPCHAT IS ONE OF THE MOST POPULAR APPS IN RECENT YEARS. WHILE THE APP PROMISES USERS CAN TAKE A PHOTO/VIDEO AND IT WILL DISAPPEAR, NEW FEATURES INCLUDING 'STORIES' ALLOW USERS TO VIEW CONTENT FOR UP TO 24</p>	KIK  <p>KIK ALLOWS ANYONE TO CONTACT AND DIRECT MESSAGE YOUR CHILD. KIDS CAN BYPASS TRADITIONAL TEXT MESSAGING FEATURES. KIK GIVES USERS UNLIMITED ACCESS TO ANYONE, ANYWHERE, ANYTIME.</p>
LIVE.ME  <p>LIVE.ME IS A LIVE-STREAMING VIDEO APP THAT USES GEOLOCATION TO SHARE VIDEOS SO USERS CAN FIND OUT A BROADCASTER'S EXACT LOCATION. USERS CAN EARN 'COINS' AS A WAY TO 'PAY' MINORS FOR PHOTOS.</p>	HOLLA  <p>HOLLA IS A SELF-PROCLAIMED 'ADDICTING' VIDEO CHAT APP THAT ALLOWS USERS TO MEET PEOPLE ALL OVER THE WORLD IN JUST SECONDS. REVIEWERS SAY THEY HAVE BEEN CONFRONTED WITH RACIAL SLURS, EXPLICIT CONTENT AND MORE.</p>	WHISPER  <p>WHISPER IS AN ANONYMOUS SOCIAL NETWORK THAT PROMOTES SHARING SECRETS WITH STRANGERS. IT ALSO REVEALS A USER'S LOCATION SO PEOPLE CAN MEET UP.</p>
ASK.FM  <p>ASK.FM IS KNOWN FOR CYBER BULLYING. THE APP ENCOURAGES USERS TO ALLOW ANONYMOUS PEOPLE TO ASK THEM QUESTIONS.</p>	CALCULATOR%  <p>CALCULATOR% IS ONLY ONE OF SEVERAL SECRET APPS USED TO HIDE PHOTOS, VIDEOS, FILES AND BROWSER HISTORY.</p>	HOT OR NOT  <p>HOT OR NOT ENCOURAGES USERS TO RATE YOUR PROFILE. CHECK OUT PEOPLE IN THEIR AREA, AND CHAT WITH STRANGERS. THE GOAL OF THIS APP IS TO HOOK UP.</p>

Adult Support

Useful links

<https://www.bbc.co.uk/news/health-51873799>

Wellbeing

www.mind.org.uk

www.samaritans.org

www.nhs.uk

www.rethink.org

www.thinkaction.org.uk

<https://www.alcoholics-anonymous.org.uk/>

<https://www.forwardtrust.org.uk/our-services/community-drug-and-alcohol-services/swale-hub/>

Legal Advice

<https://www.citizensadvice.org.uk/local/north-west-kent/>

Elderly

<https://www.ageuk.org.uk/>

<https://www.supportline.org.uk/problems/older-people/>

Coping in Quarantine: a few top tips

1. Remember that you are performing a service to society.
2. Stay active.
3. Establish routines.
4. Maintain social contact through the internet.
5. Take control of worrying intrusive thoughts.
6. A few news updates a day is enough.

Source: <https://krisepsykologi.no/how-to-cope-with-quarantine-isolation/>

Have a look at this site for some ideas around how to do these things!

Think about how you can maintain these vital well-being ingredients, whilst in quarantine:

P Feeling Positive emotion

E Engagement (getting lost in an activity - Flow)

R Relationships

M Meaning

A Accomplishment

Wellbeing and Mental Health

● headspace

Headspace is designed to improve the health and wellbeing using meditation and mindfulness. It is free (subscription available as an option) and can be downloaded online, on iOS and android:

<https://www.headspace.com/>

Mindfulness activities can be found on YouTube for adults and children. Here are some to start with:

<https://www.youtube.com/watch?v=WhoIeqDJM6E>

<https://www.youtube.com/watch?v=nmFUDkj1Aq0>



Exercise

How to exercise whilst staying at home:

<https://www.bbc.co.uk/news/uk-51933762>

10 minute home cardio workout:

<https://www.nhs.uk/live-well/exercise/10-minute-home-cardio-workout/>

The Mental Health benefits of exercise:

<https://www.helpguide.org/articles/healthy-living/the-mental-health-benefits-of-exercise.htm>

Play

Play is an essential part of our wellbeing and development. It is vital for enjoyment as well as social, emotional, intellectual and physical development. Adults need to play too, ensure you put some time aside for yourself!

Research shows that play has many benefits for children, families and the wider community, as well as improving health and quality of life. Recent research suggests that children's access to good play provision can:

- increase their self-awareness, self-esteem, and self-respect
- improve and maintain their physical and mental health
- give them the opportunity to mix with other children
- allow them to increase their confidence through developing new skills
- promote their imagination, independence and creativity
- offer opportunities for children of all abilities and backgrounds to play together
- provide opportunities for developing social skills and learning
- build resilience through risk taking and challenge, problem solving, and dealing with new and novel situations
- provide opportunities to learn about their environment and the wider community.

Play Resources

Keep it simple. Play with children can be inexpensive. Use the environment around you to create play activities. Children tend to have great imaginations and/or clear ideas of how they want to play.

To help with skills such as turn-taking, improving the awareness of others and accommodating to others, board games and playing cards are good examples.



playHOORAY! Find them on Instagram, Facebook, Twitter and online. They offer play ideas for children and babies to keep them entertained: www.playhooray.co.uk

Staff Wellbeing

Waters Matrix: Impact of Relationship between School and Individual Responsibility for School Staff Wellbeing and Mental Health (V2)

(Mapped against 'Waters Index of Leadership Support for School Staff Wellbeing and Mental Health')

	High support for wellbeing and mental health of staff	Low/no support for wellbeing and mental health of staff
Staff take care of their of their own wellbeing and mental health	<p>Good school community wellbeing and mental health. Good individual wellbeing and mental health. Staff support one another. High retention. Low cover needs for teachers absent through stress. Supportive culture: staff support one another, including support for headteacher and SLT. Staff able to model resilience and self-care to pupils. Teaching and learning is strong. Low monitoring – staff trusted to do their jobs.</p> <p>Score = 3/4 Flourishing</p>	<p>Poor community wellbeing and mental health. Staff struggle to maintain wellbeing and mental health. Staff support one another to overcome lack of school support. Retention under pressure – some teachers can't cope and leave school and/or the profession. Cover under pressure – increases during school year. Staff struggle to model resilience and self-care to pupils. Teaching and Learning is variable and dependent on teachers' energy levels and state of mind. Monitoring and micromanagement is high.</p> <p>Score = 1 Low</p>
Staff don't take care of their own wellbeing and mental health	<p>Good community support for wellbeing and mental health. Poor individual wellbeing and mental health – teachers don't take advantage of support available. Staff hide their lack of wellbeing and mental health. Retention is good but presenteeism (coming to work when ill) is high. Cover is under pressure and increases during school year. Staff model self-sacrifice to pupils but unable to effectively model resilience and self-care. Teaching and learning is variable and dependent on staff's energy levels and state of mind</p> <p>Score = 2 Medium</p>	<p>Poor school community wellbeing and mental health. Poor individual wellbeing and mental health. Staff often work in isolation. Low retention. High cover needs for teachers absent through stress, increasing during the year. Staff unable to model resilience and self-care to pupils. High presenteeism. Teaching and learning is weak. Excessive, negative monitoring increases poor mental health.</p> <p>Score = -2 or -1 (Toxic)</p>

Note: This is a 'best-fit' model. Statements are not intended to be evaluated separately. Teach Well Alliance ©

Financial Advice

Financial pressures have a significant impact on wellbeing. Here are some resources to support a range of needs:

Government

<https://www.gov.uk/government/organisations/hm-revenue-customs>

<https://www.gov.uk/log-in-register-hmrc-online-services>

Money Saving Expert

<https://www.moneysavingexpert.com/>

Money Advice Service

<https://www.moneyadviceservice.org.uk/en>

Step Change - free debt advice

<https://www.stepchange.org/>

HOW TO SUPPORT A FRIEND OR RELATIVE WITH THEIR MENTAL HEALTH

CONTACT
Stay in regular contact. Pick up the phone, send a text or email to check up on your friend or relative

LISTEN
Listen to your friend or relative. Be patient and understanding

SUPPORT
Offer to go with them to find some extra support and advice from professionals

ENCOURAGE
Encourage them to talk about how they are feeling

COPING SKILLS
Help them to develop coping skills such as relaxation or deep breathing. Be there to practice with them

RESPECT
Respect their limits and do not put pressure on them to do things

DAILY TASKS
Ask them if there is anything you can do to help them with tasks such as shopping, cleaning etc.

WELLBEING
Talk to them about how exercise, sleep and eating healthy can help with their mental health

JUDGEMENT
Do not judge them or be critical when talking to them

YOURSELF
Make sure to look after yourself and your own wellbeing

 @BELIEVEPHQ



Working from home



My Whole Self

Supporting your mental health while working from home

My Whole Self aims to create a healthier working culture built on respect and collaboration. We're encouraging employers to create a culture where people can be themselves at work. Whether online or in person, bringing your whole self to work is a mindset that's better for mental wellbeing and better for business.

As more organisations move to online working, human connections are more important than ever. Here are some ways to support your mental health, reduce feelings of isolation, and feel connected with colleagues while working remotely.

Get set up

Waking up

Although you may have some extra time in bed without a commute, aim to wake up around the same time every day. This helps stabilise your internal clock and improve your sleep overall. You'll feel less tired, more refreshed, and find it easier to concentrate throughout the day.

Getting ready

Keep to your established morning routine if you can – get ready, washed, and dressed as if you are going to the office. This will help you get into the mindset that you are at work.

Setting up your workspace

Try to set aside a work area separate from your sleeping area, as this will help to prepare you for work mode and make it easier to switch off at the end of the day. You don't need a home office to do this – a small desk set up in a corner of your room, or a laptop at the end of the kitchen table can do the trick.

If you're working with a small space, you could try setting up temporary 'zones' by hanging blankets or screens to visually separate your work area from your bed or living area.

Clear your work surface of clutter and set up your equipment to avoid physical strain – do a self-check using the guidance at [nhs.uk/live-well/healthy-body/how-to-sit-correctly](https://www.nhs.uk/live-well/healthy-body/how-to-sit-correctly).

If you don't have a chair with back support, you could add a firm pillow.





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Get moving

Including some movement into your work from home routine will help maintain your physical and mental health. You'll feel more awake and alert, and your concentration and sleep will improve.

Outdoors

If you're not self-isolating, try going for a walk or a jog down the street before you start work for the day – this can help you to feel like you have mentally 'arrived' at work. Doing the same when you finish your working day can help you to leave your work mindset behind and switch off.

Indoors

If you're indoors, look online for an activity that suits you, such as a home yoga video or a fitness class. Some gyms are now live streaming their classes, so you could even join a fitness community in your local area.

No matter what exercise you choose, try to take regular screen breaks and stretch throughout the day. Try to take a clearly defined lunch break and move away from your workspace.



Get connected

Adapt your working style

Make sure you keep communication open with your team, as often and frequently as possible. Senior leaders should role model healthy working from home habits and behaviours. Here are some suggestions that we are trying:

- Video calls instead of emailing
- Short check-in and check-out calls between managers and their teams, at the start and end of the workday
- Optional Q&A sessions for colleagues to dial in and chat through any concerns or queries they have about working from home

Share your My Whole Selfie

Creating and sharing a My Whole Selfie is a fun way to show your authentic self to your colleagues. It can help you feel connected even if you're working remotely. Find out how at mhfaengland.org/my-whole-self/selfie-how-to.

Virtual social sessions

If you usually schedule time in the workday for an activity or exercising with your colleagues, continue to make time for this over webcam or phone. Here are some ideas that members of the MHFA England team enjoy:



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- Turning our morning or afternoon coffee break into a virtual coffee break
- Sharing photo updates of our lunchtime run
- Video calling for our afternoon craft session
- Daily online quiz session

Say hello

If you're working on the same document as another team member in the cloud, stop and say hello to each other.

Share your space

If you'd like to share your working space, why not give your colleagues a webcam tour? Or show off your pets at the end of a team catch up.

Get support

During times of stress it helps us to stay connected. Keep in touch with friends and family where you can. Use instant messenger to communicate with your colleagues if you are feeling out of the loop or need to talk to someone.

Look after yourself and set aside time to prioritise self-care – **find some simple self-care tips here.**

For information about mental health and coronavirus visit:

- Mental Health Foundation's **tips for looking after your mental health during the coronavirus outbreak**
- Mind: **Coronavirus and your wellbeing**

If you're feeling anxious or isolated, remember that support is out there.

Talk to your Mental Health First Aider

If your company has trained Mental Health First Aiders or Champions, make a note of their contact details, and don't hesitate to get in touch with them if you need to. They can use their skills to support anyone struggling with their mental health by signposting them to the appropriate support, both in and outside of the workplace.

Speak to your HR or EAP

If your organisation has this in place, talk to your HR or contact your Employee Assistance Programme.

Mental health helplines

Samaritans offers free, confidential support 24 hours a day on 116 123.

Find a list of national mental health services and helplines at [mentalhealth.org.uk](https://www.mentalhealth.org.uk).

Budget and Simple Recipes

With thanks to a colleague for these

Toad in the hole

Ingredients

Serves 4

210g plain flour

4 eggs

400ml milk

8 plain pork sausages

(can use frozen cook for 10 minutes then pour on batter)

Salt and pepper to taste

Method

Heat oven 180 (gas mark5)

Beat eggs, flour, milk and salt/pepper together leave to stand for 10 minutes.

Put sausages in an oven proof dish and cook for 10 minutes then after 101 minutes pour over the batter mixture and cook for 20 minutes until risen and golden brown.

Serve with frozen veg or baked beans.

Spanish Omelette

Serves 4

Ingredients

500g of potatoes

1 onion

6 eggs

10ml of sunflower oil for cooking

Salt and pepper

Method

Peel and cut potatoes and cook for 20 minutes when cooked drain and allow to cool and slice.

Beat the eggs, then heat the oil in a frying pan when hot put the sliced potatoes and chopped onions in and fry, when browned pour in the eggs and cook until set.

Pop under the grill if you want to brown the top of the omelette.

Serve with frozen veg, salad, beans or spaghetti hoops.

Pasta Bake

Serves 6

Ingredients

500g of pasta

259g of mixed frozen veg

2x400g tinned tomatoes

100g mature cheddar

1 med onion

2 tea spoons of mixed herbs

2 tea spoons of garlic granules

1 table spoon of sun flower oil

Method

Fry onion and frozen veg in the oil until soft then add tinned tomatoes and salt, pepper and garlic granules. Let the sauce gently bubble for 15 minutes being careful it doesn't stick to the bottom of the pan. Meanwhile boil the water for the pasta and cook to the instructions on the packet. When the pasta is cooked drain and add to the sauce and mix well, out a large oven proof dish sprinkle the grated cheese on top and place in the oven for 20 minutes until golden brown.

Serve with salad.

Cheese and potato pie

Serves 4.

Ingredients

6 potatoes

198g cheese of choice

3 table spoons of milk (6 dessert spoons)

2 table spoons of butter/marg (4 dessert spoons)

Method

Pre-heat oven 180 /gas mark 5

Peel and cut potatoes into chunks and boil in salted water for 20 minutes.

Drain potatoes and put back into saucepan and mash with the milk and butter then add the cheese.

Put into an ovenproof dish and cook for 20 minutes until golden brown.

Serve with salad or baked beans.

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