

Educational Psychology Service

Advice on looking after yourself whilst working from home

1. **Routine:** Have one and stick to it, but remember it may be different to the one you had when you travelled to work.
2. **Clear divisions:** Keep a clear division between work and social activities.
3. **Define your workspace:** If you're lucky you can put aside a room, but even identifying a table, or a corner of a room where you can work comfortably, and focus on what you need to do.
4. **Keep Connected:** you might be self-isolating, but you're not a hermit. Keep in touch with your team.
5. **Keep up to date:** Circumstances are changing rapidly, but the Trust is sending out excellent communications – not every article may be personally relevant, but all of them are important.
6. **Recognise your value:** you might not be on the front line, but you are doing your bit towards the effort – you're not in hospital, and you are making a contribution. Remember all great machines have tiny components, it may only take one to stop the whole thing from working or worse!
7. **Reward yourself:** Take time to say you've done a good job. Nobody may ever see what you have done, or how long it took, but you know that it's good so recognise.
8. **Don't feel guilt:** You might not be able to do your day job, you might not be making heroic sacrifices. That's no reason to feel guilt; all of us are contributing to the collective effort.
9. **Limit access to the news:** The news is dire and depressing, and it is possible to spend all day watching the TV, listening to the radio, and having social media update us. However a lot of it is filler. You don't need it. Chunk your news around key moments in the day – I find the Government Daily briefing and the half hour reflection afterwards works best for me.