

Staff

WELLBEING

Newsletter

Swift
Academies

SPRING 2024

How to **handle** **stress**

Education Support

"The greatest weapon against stress is our ability to choose one thought over another."

William James

1 Know your priorities

Be clear about your priorities. Practice holding healthy boundaries.

2 Be aware of what stresses you

Make a list of events that leave you emotionally drained, with one or two ways to reduce the stress, your stress reduction techniques and note what works.

3 Forgive yourself

Don't dwell on past mistakes. Feelings of guilt, remorse and regret cannot change the past and they make the present difficult by sapping your energy. Be kind to yourself. Make a conscious effort to do something that brings you joy or peace.

4 Don't bottle up frustrations

Express and discuss your feelings. This could mean addressing difficult situations with colleagues or talking to a friend who is a trusted sounding board. Don't let it fester. Feelings are heavier when you carry them alone.

5 Set aside time each day for hobbies or exercise

Gentle and repetitive exercise, such as walking, swimming or cycling are good to relieve stress. Meditation, yoga, pilates and dance are also excellent. Find what suits you best and make it a habit. Hobbies that focus attention are also good stress relievers.

6 Take your time

Frenzied activities lead to errors, regrets and stress. Take your time with a new task or responsibility.

7 Practise gratitude

Try and find something positive about each day - even the tough ones. Visualise situations you have handled well and hold those memories in your mind when going into stressful situations.

Self-Care this Spring

Prioritise rest

The pace and demands of working in a school can make it seem like it is difficult to prioritise relaxation - but allowing yourself time to rest is important for both physical and mental health.

'Allowing' is the operative word here – it is very easy to feel guilty for relaxing, especially when you have so many other things that need to be done. But when you rest, you're not only reducing stress; you're also giving yourself the opportunity to be more engaged in things that do require your attention. Think of the Easter break like the end of a race. After completing a marathon, runners will take time to let themselves recover and rest. By doing so, they are ensuring that they will be replenished and ready for the next race – and runners know that rest is just as important as active training.

ways to get **physical rest**

Get some sleep. Use an app or fitness tracker to keep track of your sleep schedule and quality. Incorporate mild exercise into your routine. Plan time for professional self-care treatments like massage or a bit of pampering.



ways to get **emotional rest**

Share how you are feeling in a safe space. Talk to a friend, colleague or family member or write out your feelings in a journal. Develop the ability to sit with difficult emotions by practicing mindfulness.



ways to get **mental rest**

Take 'mindful minutes' throughout the day. Create some space in your brain by writing down your thoughts on a notepad or in a journal or making a list. Give yourself extra time to disconnect. Put your devices away an hour before bed and allow time at the end of the day to decompress.



ways to get **social rest**

Say no. If you're feeling depleted, turn down an invitation or two and recharge at home. Don't multitask when you're spending time with friends. Leave your device in your pocket and enjoy the moments.



ways to get **creative rest**

Get out into nature. Take a walk through a park, along the beach, or go for a hike. Do something just for fun. Immerse yourself in other people's creativity. Visit a museum go to the theatre or get together with friends who inspire you.





Need to talk? You're not alone.



Call us. We'll listen.

08000 562 561

educationsupport.org.uk/helpline

Free and confidential emotional support for teachers and education staff



Mindful Calendar

| MON | TUE | WED | THUR | FRI | SAT | SUN |
|---|---|---|---|---|---|--|
| <p>March 2024</p> <p>ACTION FOR HAPPINESS</p> | | | 1 | 2 | 3 | |
| | | | | Set an intention to live with awareness and kindness | Notice three things you find beautiful in the outside world | Start today by appreciating your body and that you're alive |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Notice how you speak to yourself and choose to use kind words | Bring to mind people you care about and send love to them | If you find yourself rushing, make an effort to slow down | Take three calm breaths at regular intervals during your day | Eat mindfully. Appreciate the taste, texture and smell of your food | Take a full breath in and out before you reply to others | Get outside and notice how the weather feels on your face |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| Stay fully present while drinking your cup of tea or coffee | Listen deeply to someone and really hear what they are saying | Pause to watch the sky or clouds for a few minutes today | Find ways to enjoy any chores or tasks that you do | Stop. Breathe. Notice. Repeat regularly | Get really absorbed with an interesting or creative activity | Look around and spot three things you find unusual or pleasant |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| Have a 'no plans' day and notice how that feels | Cultivate a feeling of loving-kindness towards others today | Focus on what makes you and others happy today | Listen to a piece of music without doing anything else | Notice something that is going well, even if today feels difficult | Tune into your feelings, without judging or trying to change them | Appreciate your hands and all the things then enable you to do |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| Focus your attention on the good things you take for granted | Choose to spend less time looking at screens today | Appreciate nature around you, whenever you are | Notice when you're tired and take a break as soon as possible | Choose a different route today and see what you notice | Mentally scan your body and notice what it is feeling | Discover the joy in the simple things of life |

Gym Access

Longfield Gym is available to all staff at Swift Academies.

Opening Hours

Weekdays 5.00pm - 10.00pm
Weekends please call for details

Please contact Longfield Sports directly with any enquiries.

t: 01325 348154 (weekends or after 5.00pm on weekdays)
e: bookings@longfield.swiftacademies.org.uk

Feedback & Ideas

As this is the first edition of the Swift Academies Staff Wellbeing Newsletter, we are open to any feedback.

If there is anything you would like include on the next newsletter or any further information you require on any content, please contact:

Angela Galey

agaley@rydal.swiftacademies.org.uk

Lindsay Burn

lbn@hurworth.swiftacademies.org.uk

Hayley Douglas

hmoochan@longfield.swiftacademies.org.uk