

# Education Staff Wellbeing Self Care Guide

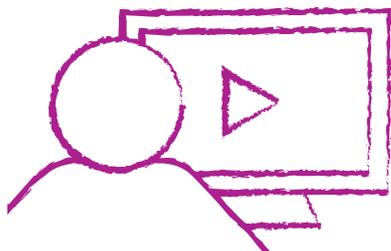


## Your Wellbeing Matters

- Working in education is very rewarding but, at the best of times, can also be physically and emotionally draining. This is especially true at the moment. School leaders, teachers and other education staff have been in the front line working throughout the Coronavirus pandemic supporting pupils and their families and dealing with new challenges on a daily basis. Self care and looking after your own wellbeing has never been more important than it is now. This guide has some suggestions of ways you can care for your own wellbeing and links to website and organisations for further information, guidance and support should you need it.
- Everything in this guide is **FREE** unless specifically stated.
- More information and resources for promoting staff wellbeing as part of a whole school approach are available on the [Slough School Health and Wellbeing webpages](#).



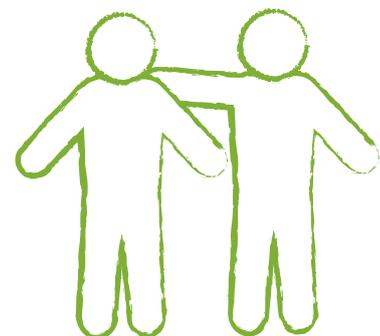
## Wellbeing Webinars



- Berkshire Healthcare NHS Trust, Talking Therapies Team are running some webinars entitled: Looking After Our Wellbeing. The webinars will include practical tools to keep well, understanding stress at work, strategies and ways of managing stress and enhancing resilience plus the importance of sleep.
- Public Health Slough are running some webinars about the 5 Ways to Wellbeing approach to self care.
- Further details, dates and booking links for all webinars are in a separate flyer. For more information, please contact Allison Bradshaw, 07773 093300, [allison.bradshaw@berkshire.nhs.uk](mailto:allison.bradshaw@berkshire.nhs.uk)

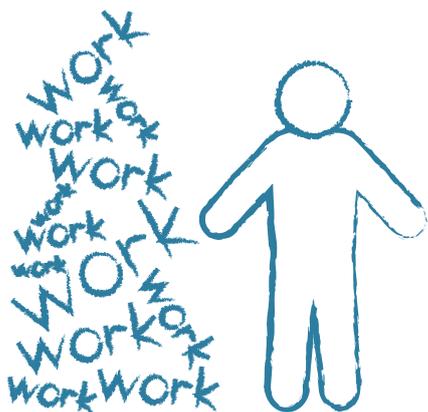
## Buddy – Up!

- Agree with one or two colleagues to check in with each other regularly. You could encourage each other to practice some of the self care ideas below, maybe do them together to help motivate each other.
- Having a supportive conversation about mental health and wellbeing is not about having the answers, in fact it is the opposite; it is about asking open questions, showing you care, listening and showing empathy, withholding judgement and then asking what they can do, and you can do. Education Support have produced a [factsheet with information and advice](#) to help education staff support each other.
- You and your buddy could consider completing the [free online Psychological First Aid \(PFA\) course](#) to gain some tips and strategies so you can support each other if things aren't so good. The course takes just over 2 hours to complete.



## Workload And Work-Life Balance

- Make sure you take your breaks and eat during the working day. Even if you don't take a full lunch break at least take some time away from work - you and your Buddy could have an agreement to make sure you each take your breaks!
- Allow yourself to let go of some of the tasks you want to do but don't NEED to do at the moment. It's ok to put them to one side, postpone or re-schedule them.
- Try to have at least one evening a week when you don't take any work home.
- Try to leave school by 4.30pm at the latest on a Friday, or your last working day of the week if you are part time. Maybe suggest at a staff meeting that everyone does this which may help it to happen!

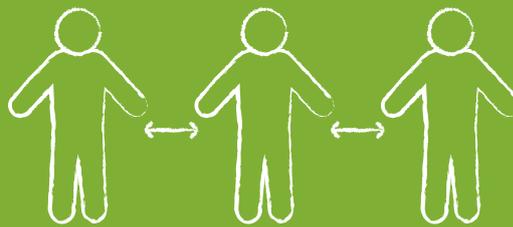


## Five Ways to Wellbeing

- The Five Ways to Wellbeing are five really simple actions you can do every day to help you feel healthier, happier and more positive:

# 1

**Connect:** Social connections can increase your feelings of happiness, connectedness and self-worth.



# 2

**Be Active:** Move more and sit less. Being active doesn't mean doing something you don't like, it can be as easy as a 10minute walk, standing every 20 minutes and moving more throughout your day.



# 3

**Keep Learning:** Learning can boost self-confidence and self-esteem, help build a sense of purpose, and help us connect with others. Continued learning has been correlated with positive effects on wellbeing, life satisfaction, optimism and efficacy. Make it something you want to learn rather than something you have to learn.



# 4

**Give:** This doesn't have to be an item, a small act of kindness, giving someone your time and attention, volunteering and helping others are all giving and have all been shown to benefit the giver as much as the recipient.

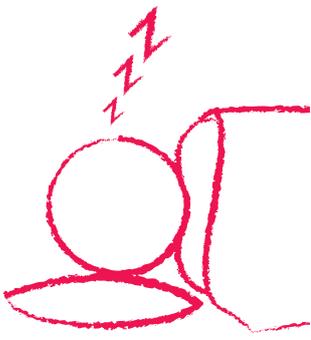


# 5

**Take Notice:** Paying more attention to the present moment can improve your mental wellbeing. This includes being aware of your thoughts and feelings, your body and the world around you. This awareness is sometimes referred to as "mindfulness".



- Find ideas about getting more active in the Slough area on the [Slough Public Health website](#).
- The NHS have more [information and ideas about 5 Ways to Wellbeing](#).

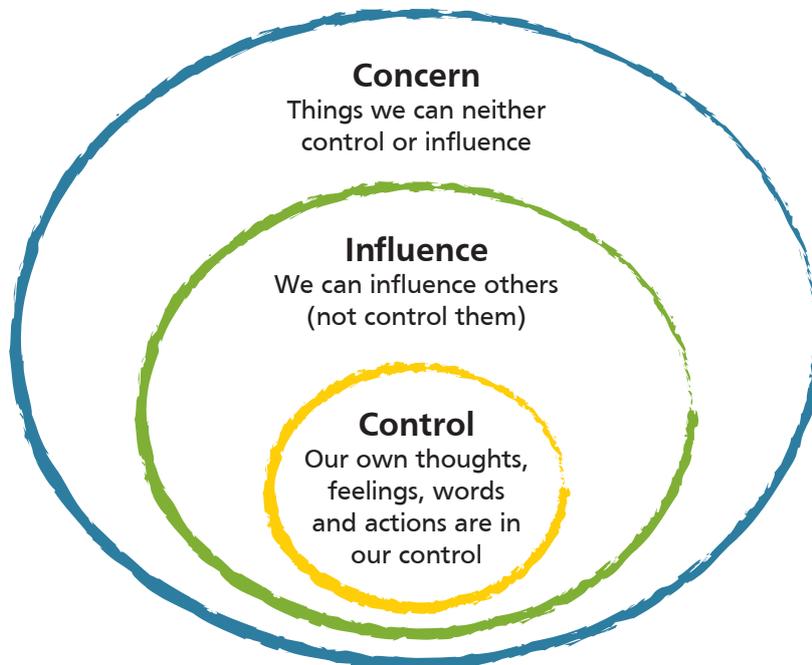


## Sleep

- Sleep problems usually sort themselves out within about a month but longer stretches of bad sleep can start to affect our lives.
- If you are having trouble sleeping, try the [NHS Every Mind Matters Sleep Problems pages](#).
- You can also find an [NHS audio guide to sleep problems](#).

## Coping With Feelings

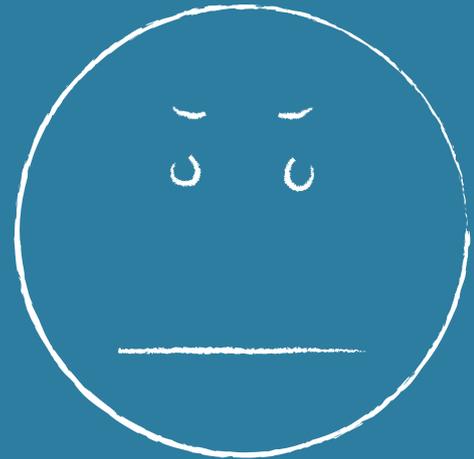
- Be kind to yourself, any negative feelings you are experiencing may be unusual for you but are likely to be the biologically typical reactions to the current unprecedented and uncertain situation.
- Consider your spheres of concern, influence and control and where the things you are worrying about fit. Try and discard or ignore the things you have no influence or control over. Limiting your time on social media or watching the news may help to prevent you worrying about things you can't do anything about.



- Partnerships for Children have some useful ideas for recognising and coping with feelings in their [wellbeing packs for school staff](#).
- The NHS have produced an [Every Mind Matters Self Care Toolkit for school staff](#).
- If you know you're not right but are not sure how you're feeling you could try the [NHS Mood Self Assessment](#).
- Think about telling your Buddy how you are feeling, just talking about it might help. It may also help your Buddy to feel more able to talk to you about their feelings.
- Take any opportunities available in your school for de-briefing, supervision or reflective discussions.

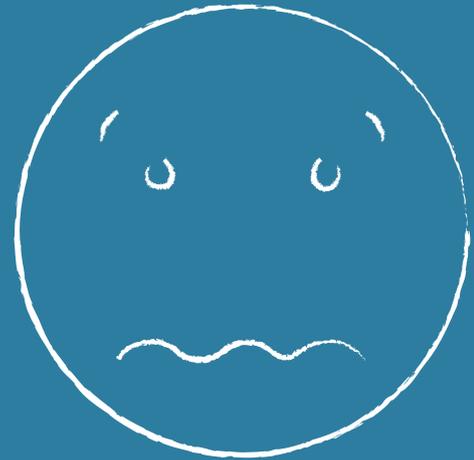
## Feeling Stressed

- For more information about stress try the [NHS webpages](#) or the [Every Mind Matters webpages](#). Both webpages have self care tips and strategies to help reduce or cope with stress.
- Education Support provide [information about the ABC model for stress management](#) and how to use it to learn to control the emotional responses experienced as a result of stress.
- [Finding Calm amongst the Chaos](#) is a series of short videos from the NHS designed to provide simple tools and techniques to reduce stress. The tools are designed to use wherever you are and use whatever time you have to attend to it, as effectively as possible.
- If you feel you need more support with stress, please seek help from your line manager or contact one of the organisations in the **MORE SUPPORT** section below.



## Feeling Worried Or Anxious

- For more information about anxiety try the [NHS webpages](#) or the [Every Mind Matters webpages](#). Both webpages also have self care tips and strategies to help reduce or cope with anxiety.
- The NHS has also produced an [audio guide on anxiety control training](#). In the guide, a doctor explains how to take control of anxiety.
- Education Support has produced two videos for teachers and education staff about anxiety. Both contain information as well as self care tips and strategies to help manage anxiety. You can view the videos [here](#) and [here](#).
- If you feel you need more support with anxiety, please seek help from your line manager or contact one of the organisations in the **MORE SUPPORT** section below.



## Low Mood

- For more information about low mood and depression try the [NHS webpages](#) or the [Every Mind Matters webpages](#). Both webpages also have self care tips and strategies to help improve low mood and feel happier.
- The NHS has also produced an [audio guide on low mood and depression](#). In the guide, a doctor explains what you can do to help yourself cope with low mood and depression.
- Education Support also provide [information and self care advice for education staff about low mood and depression](#). The organisation also provides support for education staff experiencing depression or other wellbeing issues. Please see the **MORE SUPPORT** section below.
- If you feel you need more support with low mood and depression, please seek help from your line manager or contact one of the organisations in the **MORE SUPPORT** section below.



## More Support

- If you feel you need more support with your wellbeing, please seek help from your line manager, your school's Employee Assistance Programme, your GP or the organisations below.



Slough Borough Council, Integrated Support Service – Educational Psychology Team run Solution Circles for staff focusing on particular difficulties faced in their roles e.g. anxiety amongst students. If your school has a service level agreement with the Educational Psychology Service, this support should be available to you.



SEBDOS Social, Emotional & Behavioural Difficulties Outreach Service (SEBDOS) offer supervision for DSLs and senior leaders and are available to facilitate sessions for staff around managing their anxiety if required. If your school has a service level agreement with SEBDOS, this support should be available to you.



Education Support is a charity offering **free online counselling and other forms of support to education staff**. Support is available 24 hours a day, 7 days a week 365 days a year.



Our Frontline: Supporting educators' mental health during the pandemic is a **toolkit to help reduce your stress and encourage self-care** – focusing on helping you relax and let go of anxiety, and take positive steps towards feeling in control at work. Our Frontline also offers round-the-clock one-to-one support, by call or text, from trained volunteers.



Berkshire Healthcare NHS Trust **Talking Therapies** offer a number of options which could involve one, or a combination of different therapies such as: online therapy, workshops, guided self-help, counselling and other therapies. You can refer yourself to Talking Therapies, you do not need to be referred by your GP. Contact times are 8am to 8pm Monday to Thursday, and 8am to 5pm on Fridays.



Number 22 are a registered Charity providing **free and confidential counselling to adults and young people** in Windsor, Maidenhead and Slough, supporting those in distress where clients can feel valued and heard.



Berkshire Healthcare NHS Trust Adult Mental Health and Wellbeing Services offer **specialist mental health advice and treatment**.



Public Health Slough for general physical and mental health support and free local services, including weight management, smoking cessation, oral health, falls prevention and mental health guidance. Further details can be found on their **website** or speak to the team on 01753 373646.

## Support For Head Teachers And School Leaders

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Reflective Supervision for Designated Safeguarding Leads - an opportunity to receive fully funded, Reflective Supervision until the end of June 2021, on a pilot basis. The group sessions will be facilitated by Number 22 counselling service and will provide a confidential, non-judgemental environment for participant to reflect on decision making, cases and outcomes and receive emotional support for associated worries and feelings. Sessions will take place every half term until the end of June 2021. In addition, towards the end of the pilot period, DSLs will be offered training on reflective practice skills. These skills, tools and approaches can be used by participants to cascade reflective practice within their settings and embed it within the culture and ethos for longer term sustainability and contribute to the 'Whole Setting Approach' to health and wellbeing. (Please note this is only available to DSLs from schools who have bought into the Partnership Offer.)

For further information, please contact Susan Dyer, School Health & Wellbeing Project Officer, [susan.dyer@slough.gov.uk](mailto:susan.dyer@slough.gov.uk) or Jatinder Matharu, Education Safeguarding Officer, [Jatinder.matharu@slough.gov.uk](mailto:Jatinder.matharu@slough.gov.uk)



Heads Up is a supportive network of Head Teachers offering weekly informal zoom calls either Wednesday mid-week drinks (7.30-8.30pm) or Saturday coffee mornings (9-10am). In these facilitated sessions participants are invited to reflect on their week, share the successes and challenges or if preferred, just listen. Often the discussions will focus on a particular issue. If you are interested in joining, please [sign up](#) or visit the [Heads Up website](#).



Education Support is currently piloting a [School Leaders' Wellbeing Service](#).