1. TAKE CARE OF YOUR BASIC NEEDS
   • Getting enough sleep, eating well & getting some physical exercise are all very important for your physical & mental health & wellbeing & can help you cope with difficult emotions & situations.
   • Try to stick to your usual sleeping pattern. You need rest & recovery time.
   • Keep hydrated by drinking plenty of water & try to limit caffeine & alcohol use.
   • Making a plan for each day & trying to keep to a routine may also be useful, especially on your days off work. Don’t forget to plan a treat for yourself.

2. KEEP ACTIVE
   Being active & doing some physical exercise can help to lift your mood, reduce stress & anxiety as well as improve your energy levels. Try to get outside, preferably in a green space, for a brisk walk, jog or cycle. Alternatively you could try yoga or dancing to the radio! Regular exercise will help to maintain your health & wellbeing in the longer term.

3. BE KIND TO YOURSELF
   • It is normal to feel anxious & experience difficult emotions during these unsettling & uncertain times.
   • Accept your feelings & remind yourself that it is okay to feel the way you do.
   • Encourage rather than criticise yourself. You’re doing a great job!
   • Find ways to give yourself comfort (e.g. a hug, having a long bath or foot massage).

4. MAKE TIME TO RELAX
   Take some time to relax & do something you enjoy, such as listening to music or cooking your favourite meal. Rest, take regular breaks & try to slow your breathing; take some slow, deep breaths. Make use of apps & online relaxation resources. Try to focus on the ‘here & now’ & accept what you cannot change.

5. STAY CONNECTED
   • Stay in touch with family, friends & social networks using technology; try to make regular & frequent contact with them.
   • Share your feelings. This may be enough to make you feel better.
   • Use the supports that are available to you. Speak to your colleagues & Manager. Don’t be afraid to ask questions or reach out for help.
   • For psychological or emotional support you can call the staff support helpline on 0141 303 8968, Mon-Fri, 8am-6pm.