

# TOP TIPS TO THRIVE AT HOME



## ESTABLISH A ROUTINE

Although not always that easy due to the nature of our work, we recommend the following:

- Establish a home routine and etiquette that suits you and others in your household
- Take regular breaks
- Remember to allow time for exercise, sleep and healthy eating
- Establish clear goals for the week
- Pack up at the end of the day to create a mental break between work and personal time



## STAY CONNECTED

- Schedule regular work meetings via Teams and enable the video so you can virtually connect face to face
- Schedule virtual coffee meetings – have a coffee over Teams just to connect and say 'Hi!'
- Set up WhatsApp / Facebook group to stay in contact for informal chatter
- Remember you are not alone – reach out to your manager if you need support



## SELF ISOLATION SELF CARE

- Stay clean + take loving care
- Read a book
- Journal, log your thoughts
- Watch a film
- Facetime friends and family
- Check up on your neighbours – safely
- Write a letter to someone
- Try cooking something new
- Listen to upbeat music
- Limit consumption of fear-based media
- Check in on your own needs
- Keep connected

With the current COVID-19 situation impacting organisations and teams, it's important to consider our own health and wellbeing as well as our clients.

Here are some top tips to help us thrive...

