

Sleep well, live and work well

Welcome to working from home. You may be a seasoned home-worker or this may be your first time. Either way there are some simple but effective things you can do to keep yourself comfortable, healthy and productive.

Working from home can be challenging. The commute home from work is usually a great disconnect and gives us the chance to relax and reflect on your day. When working from home it can be difficult to “switch off” as you are living and working in the same space. There are some tips that can help:

- Finish your work at the same time as you normally would.
- Pack your work belongings away so you are not tempted to return to work.
- If you can, do something distracting. For example:
 - Listen to music
 - Go for a walk
 - Video-chat with friends
 - Try some light exercise

Overall, it is important to maintain a daily routine. Make sure you go to bed and get up at the same time.

Remember, your health and wellbeing is the most important thing to us. This homeworking period is temporary and difficult for all of us, we are here to support you through this challenging period.

