

Relaxation

The demands of day to day living can cause our muscles to tense and our minds to buzz constantly with all our thoughts.



To be able to cope with all these demands our bodies need time to stop, for our muscles to let go and our minds to be quiet.

Quick relaxation technique

Find a quiet place where you won't be disturbed for five or ten minutes. Sit in a chair with your feet flat on the floor and your hands resting on the arms of the chair or in your lap. Make sure your back is straight and your head is upright.

Look straight ahead at a point at eye level in front of you and allow your shoulders to drop. Become aware of your breathing and the gentle rise and fall of your abdomen as you breathe in and out. If it helps, rest one hand gently on your abdomen and feel it rise as you breathe in and fall as you breathe out. Close your eyes and quietly count to six as you breathe in. Pause and hold the breath for a count of two and count to six as you breathe out. Pause again for a count of two before you breathe in again. Repeat this ten times.

If you find a count of six too long or too short to be comfortable try a count of five or eight instead, but make sure you establish a steady rhythm. As you do this, allow any thoughts that come into your mind to float away and feel the tension dropping from your shoulders, limbs and face.

After you have repeated this ten times, stop counting and gently open your eyes. You can now go back to doing what you need to. If you have more time you can do this for longer; you can also try lying down if you prefer.

Employee Assistance Programme

Your Employee Assistance Programme (EAP) is available to keep you healthy. Stress and anxiety can have a massive impact on your general health. That's why you are entitled to free, confidential* counselling and information services, 24 hours a day, 365 days a year.

Areas covered include:

- Relationship difficulties
- Financial worries
- Stress, anxiety and depression
- Alcohol or drugs misuse
- Bereavement

To use your telephone services simply call:

0800 054 2047

free, at any time of the day or night.

* Calls are confidential unless we believe there is a risk of serious harm to you or anyone else.

EmployeeCare

You can access health and wellbeing information online. Simply visit www.employee care.com and enter your login details as provided.