Relax. Relate. Release!

Managing Work-related Stress

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HOW VULNERABLE ARE YOU TO STRESS?

• Complete the following survey using the scoring below.

(1) Always    (2) Almost Always    (3) Sometimes    (4) Almost Never    (5) Never

• __________ 1. I eat at least one hot, balanced meal a day.
• __________ 2. I get seven to eight hours of sleep at least four nights a week.
• __________ 3. I give and receive affection regularly.
• __________ 4. I have at least one relative within 50 miles on whom I can rely.
• __________ 5. I exercise to the point of perspiration at least twice a week.
• __________ 6. I smoke less than half a pack of cigarettes a day.
• __________ 7. I take fewer than five alcoholic drinks a week.
• __________ 8. I am the appropriate weight for my height.
• __________ 9. I have an income adequate to meet basic expenses.
• __________ 10. I get strength from my religious beliefs.
• __________ 11. I regularly attend clubs or social activities.
• __________ 12. I have a network of friends and acquaintances.
• __________ 13. I have one or more friends to confide in about personal matters.
• __________ 14. I am in good health (including eyesight, hearing, and teeth).
• __________ 15. I am able to speak about my feeling when angry or worried.
• __________ 16. I have regular conversations with the people I live with about domestic problems, e.g., chores, money and daily living issues.
• __________ 17. I do something for fun at least once a week.
• __________ 18. I am able to organize my time effectively.
• __________ 19. I drink fewer than three cups of coffee (or tea or cola drinks) a day.
• __________ 20. I take quiet time for myself a day.

• __________ Total Score

• Interpretation: Add the score and subtract 20.
  0-24: Slightly vulnerable.
  50-75: Seriously vulnerable.
  Above 75: Extremely vulnerable.
Could this be you?

- https://youtu.be/bsrBQ6AGo_g
- https://youtu.be/izq_vFwNsco
"STRESS"

THE CONFUSION CREATED WHEN ONE'S MIND OVERRIDES THE BODY'S BASIC DESIRE TO CHoke THE LIVING DAYLIGHTS OUT OF SOMEBODY WHO DESPERATELY NEEDS IT!
STRESS arises when there is an imbalance of demands to coping resources to handle them.
Stressors for teacher

Dealing with difficult students

- Dealing with difficult adults
- Protracted strikes by serving teachers
- Shortage of resources/textbooks

- Finances
- Supervision

- Workload
- Accommodation
Signs of Stress

Body:
- Headaches
- Frequent infections
- Taut muscles
- Muscular twitches
- Fatigue
- Skin irritations
- Breathlessness

Mind:
- Worrying
- Muddled thinking
- Impaired judgement
- Nightmares
- Indecisions
- Negativity
- Hasty decisions

Emotions:
- Loss of confidence
- More fussy
- Irritability
- Depression
- Apathy
- Alienation
- Apprehension

Behavior:
- Accident prone
- Loss of appetite
- Loss of sex drive
- Drinking more
- Insomnia
- Restlessness
- Smoking more
Tips To Avoid Teacher Stress and Burnout

Tip One
Mental health day

Tip Two
BE at home

Tip Three
Be realistic

Tip Four
Be proactive

Tip Five
Watch out for warning signs
How to Stress Less

Always
- Planning
- Time
- Breaks
- Regular
- Take
- Alcohol
- Pessimism
- Perfectionism
- Procrastination
- Smoking
- Multitasking
- Stressful
- People
- Over
- Little
- Things

Practice
- Thinking
- Positive
- Breathing
- Deep
- Chunks
- Priorities
- Goals
- Clarify
- Tasks
- Good
- Getting
- Management
- Organized
- Time
- Healthy
- Eating
- Delegating
- Responsibility
- Time
- Simplifying
- Life
- Nature
- Walking
- Exercise

Spend
- Time
- Meditation

Avoid
- Stressing
- Over
- Little
- Things

"Adopting the right attitude can convert a negative stress into a positive one." ~ Hans Selye
Coping Strategies

• Staying ahead of your work is a good way to relieve the pressure of schedules.

• Doing the hard things first, particularly if they have a great deal of emotional content.

• Getting enough sleep is a must. Know how long you can get along with a reduced amount.

• Do the difficult tasks in phases. Often a “first draft” will get you 80 percent of the way along.

• Making it work at work

• Have planned recreation and hobbies. Setting aside time for this activity helps one to relax. People enjoy different methods of unwinding.

• Admitting and verbalizing the causes for your own irritations (be they lack of sleep, overworking, too much stress or what have you)

• Facing up to the fact you really can’t do all the things you scheduled
Stress Control Techniques

• 1) Breathing: Breathing exercises can be used at all times during the school day.
• 2) Visualization: This exercise can be used at the beginning, middle, and end of the school day.
• 3) Positive Statements: Morning Affirmations in mirror, car, etc.
Techniques with students

• Positive Communication: Encourage children to be more expressive

• Problem Solving: Help students develop responsibility for problem solving.

• Music: Super learning music can be played at all times during the school day.

• Yoga: Slow moving yoga exercises can be used to help channel positively, the naturally high energy that children have.

Massage: Massage can help students calm down. When doing massaging activities, encourage students to take deep breaths. Play soft background music.

Developed by Jennie c. Trotter, Wholistic Stress Control Institute, Inc. 1986; Atlanta, Ga.
Color Sensitivity: Use color as much as possible in the classroom, and be aware of the energies that different colors transmit.

Vitality/food  Calming/Clarity  Relaxing/Order  Wisdom

Left Brain/Right Brain Dominance: Set up a anger center in the classroom.
Include: • posters • anger bag and contents (pillow, soft ball, crayons or color pencils, play dough, teddy bear, etc.) • relaxation tapes (earphones optional).
Stress By Numbers
100% of teachers said they suffered with stress

- Teachers take on average 13.2 days sick leave.
- More men (31%) than women (26%) admitted to suffering stress due to health related concerns.

66% said stress caused them to be less patient with others.
83% of teachers feel constantly tired because of their worries.
84% of teachers surveyed felt they would probably be a better teacher if they were less stressed.
76% of teachers agreeing that stress was affecting their health and lifestyle.
Stress Management

1. WHAT IS STRESS?
Stress arises when there is an imbalance between the demands present in our lives and the resources available to cope with these demands. Our necessarily dynamic lifestyles mean that our lives are constantly undergoing changes. Stress occurs in our lives because of these changes. The reactions to these changes and events determine when we feel stressed.

How do I begin to manage stress?
FIND THE SOURCE OF ANY PROBLEMS.
The first step in effective stress management is to identify the changes and influences that are causing you to react. In addition, it is also important to note that you may be causing your own stress through personal expectations, feelings and thoughts.

Some of the most common areas that may cause stress include:
1. Time-constrained deadlines
2. Character clashes with others
3. Money problems
4. Sudden/unexpected changes
5. Excessive responsibilities
6. Spinal problems

2. REACTIONS TO STRESS
Reactions to stress depend greatly on the individuals with symptoms manifesting themselves both physically and mentally. The most common reactions to stress include:
- Eating too much
- Drinking too much
- Smoking

In the most extreme cases, people who maintain high levels of stress are at risk from heart disease, high blood pressure and other factors from chronic hostility and tension. However, the most common symptoms resulting from stress are:
- Upset stomach
- Tight neck muscles
- Inability
- Headaches

LOWER YOUR TENSION LEVELS
Although regular reactions to stressful situations may be difficult to avoid, it’s worth taking the time to analyze your negative reactions and stress your response to changes might be changed to more positive reactions. For example:

- Negative Reactions: Negative reactions such as irritability, overeating, excessive anger or physical symptoms may contribute to your stress levels.
- Positive Reactions: Organizing your work, breathing deeply, accepting responsibility, or engaging in exercise or physical activity can help reduce stress.

3. COPING WITH STRESS
THINK ABOUT IT
Coping with stress means coming to grips with the fact that some situations are beyond our control. As well as allowing your reactions to stress you must also equip yourself with the following skills for coping with stress.

ACCEPTANCE
Some stress can be relieved if we just accept that in some situations, you have very little or no control. Once you have accepted this fact, you can re-evaluate stress levels by using language such as “Since I can’t....” or “This is a learning experience”.

ATTITUDE
When faced with a stressful situation, be positive. Ask yourself “What can I learn from this?” Through positive thinking, stress levels will be reduced and your mind will become clearer and simpler as a result.

PERSPECTIVE
All too often we become stressed over things which never happen or things that never take place. Put things in perspective. Ask yourself, “Is the grand scheme of things, how important is this situation?” “Is there anything I can do?” and, in five years time, will I even recall this event?

4. THINK POSITIVELY
TAKE ACTION
Don’t let stress control you. Take positive action which will reduce your levels of stress.

SELF TALK
“Self talk” is when we express our expectations and thoughts on a situation and its potential outcomes as we see it. This can be both helpful and detrimental to our levels of stress as these can be positive or negative and makes us perceive the outcome of a situation.

Positive self-talk
Thinking of positive ways to view a situation can provide an effective weapon against stress. “I am in control” and “I can meet these challenges” are examples of positive self-talk.

Negative self-talk
Thoughts such as “I can’t”, “This is too difficult”, or “I have to be perfect” are negative and produce stress.

5. TIME MANAGEMENT
Organisation and forward planning is central to managing your time effectively.
1. Make an achievable “to do” list and prioritise tasks
2. Remember that sometimes it is not possible to get everything done in one day. There is always tomorrow.
3. Get yourself a personal organiser and make sure you use it.
4. Break up each of your tasks into small, easily achievable chunks.
5. Delegate as much as you can.
6. Handle each document only once.
7. Prepare agendas for meetings and keep to these whenever possible.

6. BALANCE WORK & FAMILY
Sometimes the pressures of balancing a career and a family can be overwhelming. Gain control by using the following suggestions.

KEEPING BALANCE AT WORK
- Work to a strict timetable and stick to it.
- Learn to say “no” without feeling guilty. Practice by making two positive statements followed by one negative, followed again by one more positive statement. For example: “I’m too busy working on this project and I enjoy working with you, but I can’t stay tonight. I’ll do it tommorrow.”
- Be brief. The longer you talk the more likely you are to get in.

KEEPING BALANCE AT HOME
Cook in large quantities and freeze individual meals.
- Set up a weekly or daily routine on the weekends for closer and friends.
- Prepare for unexpected emergencies. For example: “Keep a spare set of keys, in case of an emergency.”
- Use your commute time to prepare for your next role.

7. COMMUNICATION
Communication is often the problem or the solution in our social and working interactions. To work effectively with others and to get the most out of your work colleagues and family members.

EFFECTIVE COMMUNICATION
Outgoing communication
- Organise your communication method.
- When speaking, express your individuality by using “I” statements. For example: “I believe that...”
- Don’t judge others.
- Do not put people names.
- Be able to receive feedback in both positive and negative forms.

Incoming communication
- Establish and maintain eye contact.
- Listen to the entire message. Understand not only the content but also the feelings and meaning.
- Ensure you understand the message through summarising what you have heard.

Build a support system
- Form bonds with people at home and work.
- Make a good network within which you can obtain care and support.

8. BREAKING THE CYCLE
TAKING TIME OUT IS IMPORTANT
Get away from it all. Read a book, listen to music, read a meaningful quotation.
- If you feel tense, close your eyes, breathe deeply, or go for a walk.

EXERCISE
Remember that exercise can reduce tension, leaving the body better equipped to handle stress.
- Pick a form of exercise you like. Do it for 20-30 minutes, 1-4 times per week.
- Stretch breaks can reduce tension.
- Going for a walk is a simple form of exercise.
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