

This material is intended to be viewed only after watching:  
Safe Re-Entry During COVID-19 for Employees



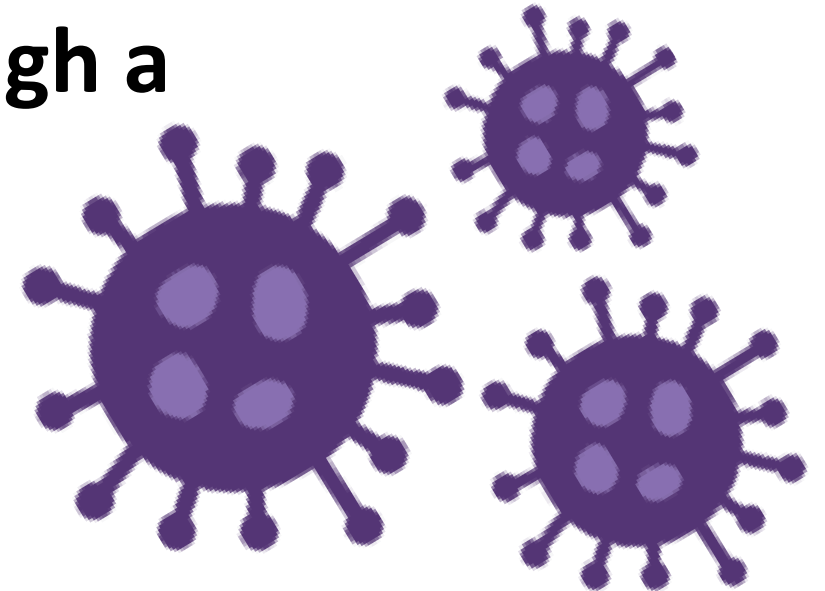
**Throughout the COVID-19 pandemic Green Chimneys has remained steadfast in our commitment to fostering an inherent confidence in our children, families and colleagues, as well as facilitating the development of positive expectations for the future.**



**The impact of COVID-19 has had a varied and dynamic effect on us all, as well as the children and families we work with.**

**We can navigate the challenges**

**COVID-19 has brought us through a trauma-informed lens.**



# TRAUMA

Trauma can result from a single incident, repeated and prolonged stress, or from varied and multiple traumatic events which can have lasting adverse effects on one's functioning and physical, social, emotional, or spiritual well-being.

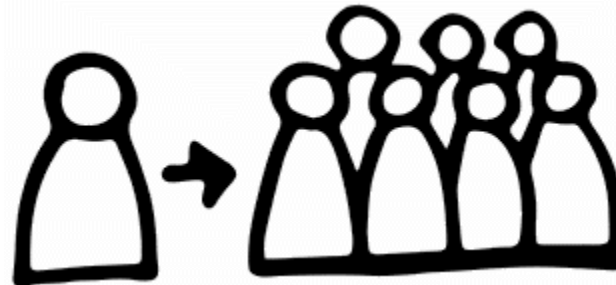
**Trauma** is not the story of something that happened back then. It's the **current** imprint of that pain, horror, and fear living inside people.



An inescapable event that overwhelms an individual's coping mechanisms.

*Bessel Van Der Kolk; psychiatrist, author, researcher and educator*

**Trauma can occur at the individual level...**



**...Or collectively, within a community. Collective trauma affects communities and threatens the structure of society.**

# ***Trauma Can Be***

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*An event experienced as  
negative or uncontrollable*

*Unexpected*

*Unpreventable*

*Physical or Emotional*

*Experienced or Observed*

# ***COVID-19 has Been***

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*An event experienced as  
negative or uncontrollable*

*Unexpected*

*Unpreventable*

*Physical or Emotional*

*Experienced or Observed*



*Life "as usual" has become unusual*

*Many of us have experienced:*

*Social Isolation*

*Individual and global loss*

*A lack of things to look forward to*

*Economic and financial instability*

*We also may have:*

*Limited access to personal protective equipment (PPEs) or cleaning supplies*

*Constant access to the news and other media sources*

*Serious threat to our safety and well-being*



# Has COVID-19 left you feeling...

Distracted? Worried? Depressed?  
Hypervigilant or anxious?  
Hypoactive or depressed?  
Numb or out of touch with  
your emotions?



# Have you....:

Faced uncertainty?  
Had feelings of isolation?  
Feared getting or transmitting the virus?



Your feelings may have to do with the direct or indirect emotional strain of COVID-19.



In-depth processing of trauma can happen years later, when we feel emotionally safe to deal with it. We are **IN** it right now. The long term effects of **COVID-19** on our attitudes and behaviors are unknown.

For now, these strategies can help...





Modify your activities to meet the current reality of the situation and focus on what you can accomplish. Shift your priorities to focus more on what gives you meaning, purpose, and fulfillment.

**OPTIONAL**  
**CLICK HERE**  
to get tips on  
**PRIORITIZING**



**OPTIONAL**  
**CLICK HERE**  
to get tips on  
**EXERCISING**

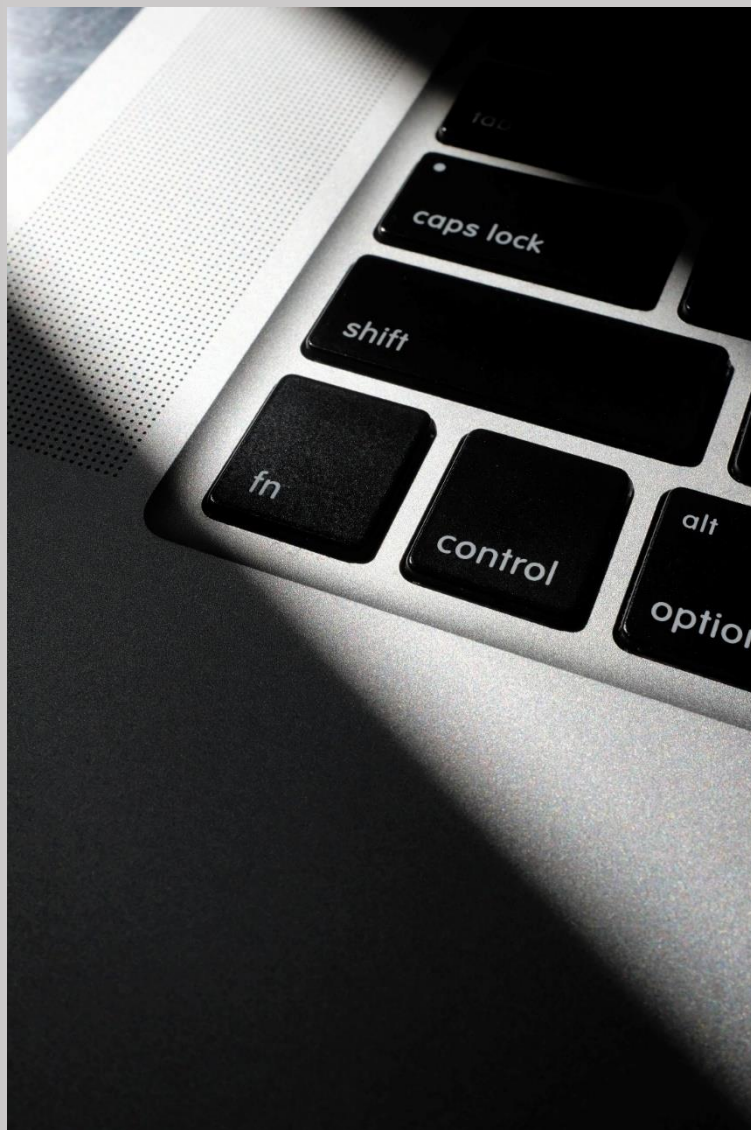


## Exercise your mind and body

Physical activity can help you feel and function better. It can also help you sleep better, reduces anxiety.

Activities that are beneficial to your body are good for your brain too! Participating in any activity that challenges your mind and requires you to learn new information or skills is exercise for your brain.

Control what you can.  
Don't expend all your energy trying to change things that are out of your control.



**OPTIONAL**  
**CLICK HERE**  
to get tips on  
**FACTORS YOU CAN**  
**CONTROL**

Take time to check in with yourself to gain insight into any area where you may be struggling. Once you identify the issues, create plan to address the issues you can control and work on letting go of the ones you cannot.



Attempt to learn something new and do things that are distracting and enjoyable to you.



**OPTIONAL**  
**CLICK HERE**  
**To**  
**LEARN**

**Make Connections** with positive role models and support systems.

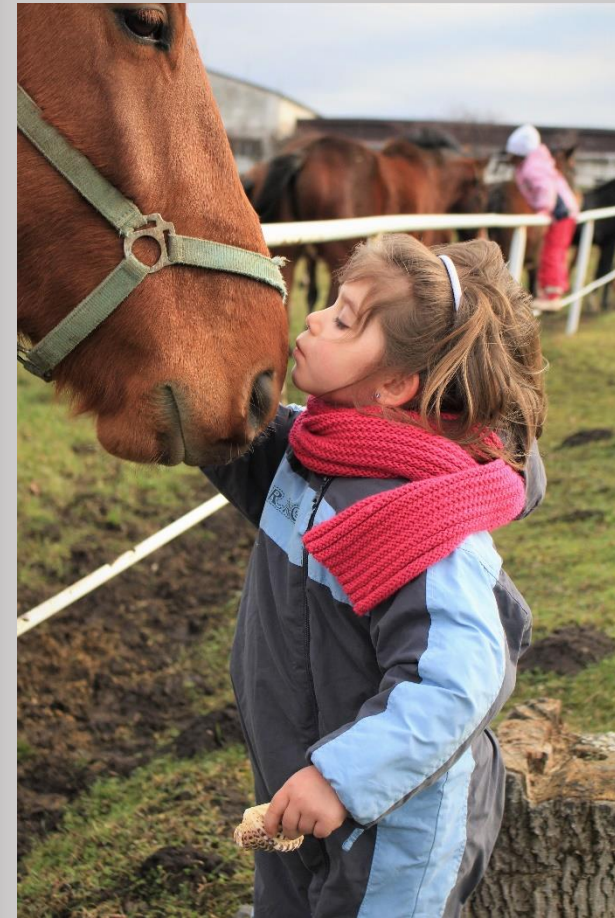
Reach out to others who share your experience and can listen without judgment. Use this time as an opportunity to connect with

someone you've lost touch with.

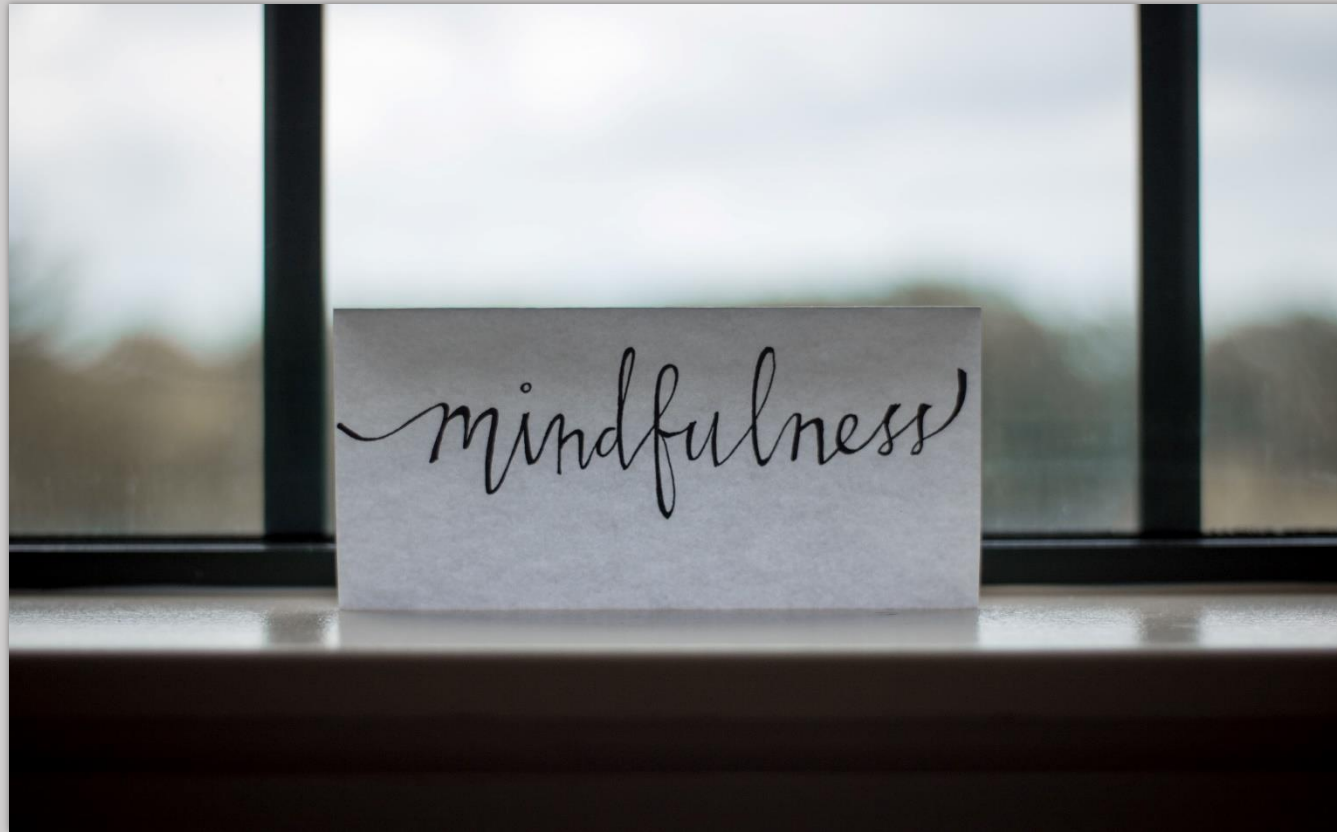
**OPTIONAL**

**CLICK HERE**

To learn about  
**CONNECTIONS**

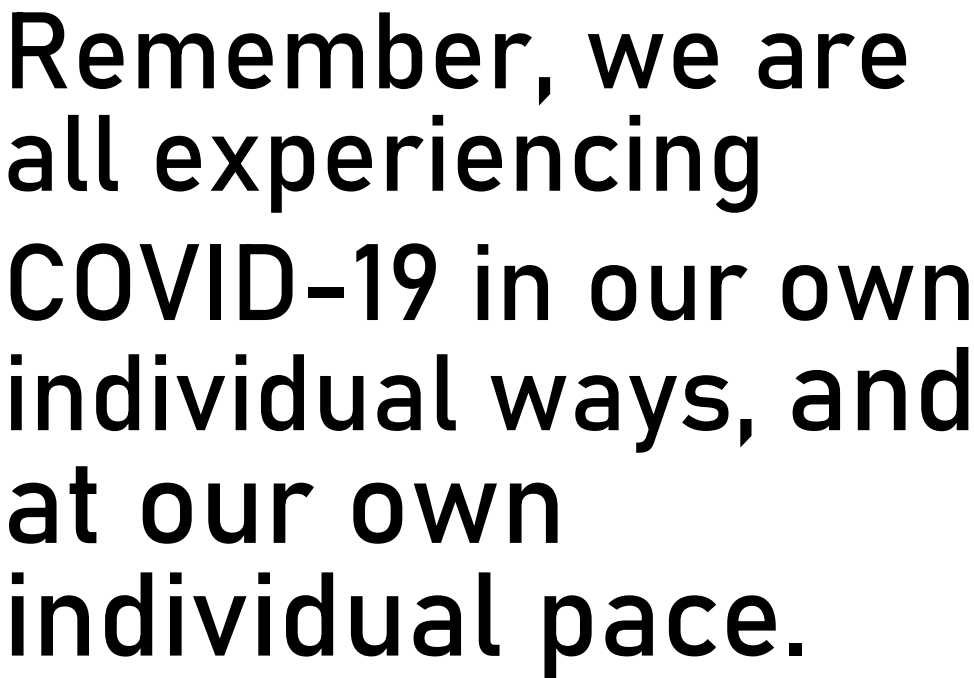


Practice self-compassion: Remember that it is best to take care of yourself (physically, mentally, and spiritually) before you try to take care of others. Meditation and mindfulness can help you stay centered.



**OPTIONAL**  
**CLICK HERE**  
to get tips on being  
**MINDFUL**





# THANK YOU FOR REVIEWING THIS INFORMATION

**Double click the Microsoft  
Word Document to sign your  
completion certificate!**



Microsoft Word  
Document

**Work Smarter, not harder! These tips from [wework.com](https://www.wework.com) encourage you to make the most of your day. Honing your time management skills will lead to better outcomes and reduced stress- and home AND work.**

**[CLICK HERE TO RETURN](#)**



## Try it!

- **Focus on one thing at a time.** Committing to focusing on just one thing for a predetermined period of time is a good way to break this habit. Putting your phone in your drawer, or muting your email might help you get there.
- **Set time limits for each task.** One time management tip to avoid procrastination is to add more immediate time pressure; create artificial, but reasonable deadlines.
- **Prioritize wisely.** Ask yourself, “What are the most important things I can accomplish today? What tasks will have the biggest impact on achieving my ultimate goal?”
- **Learn to say “no” or delegate more often.** If you’re trying to do too much, stress will increase and productivity will fall.
- **Don’t let the details drag you down.** Sweating minor details can lead to unwanted stopping points.
- **Understand your work rhythm.** What time of day do you do your best work?
- **Stop and switch off.** Switching off at the end of your week is a way to avoid burnout.
- **Turn time management tips into habits.** Remain diligent for the first few weeks, but don’t berate yourself if you miss a day- it won’t undo the progress you’ve already made.



**The CDC (Centers for Disease Control and Prevention) physical activity reduces blood pressure and anxiety.**

**It can improve your mood and energy level, and can help you sleep better.**

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## Try it!

- Try going outside. Go for a run, take a hike, or go for a bike ride. Exercising outside can give you the space you need to practice social distancing.
- Catch up on chores. Vacuuming or cleaning out closets counts as physical activity.
- Many gyms and fitness programs have been offering free classes online, give them a try!
- Try these riddles from Parade.com:
  - I left my campsite and hiked south for 3 miles. Then I turned east and hiked for 3 miles. I then turned north and hiked for 3 miles, at which time I came upon a bear inside my tent eating my food! What color was the bear?
  - What is harder to catch the faster you run?
  - What has cities, but no houses; forests, but no trees; and water, but no fish?

# Try it!

## ➤ Before going to work:

- Remove your watch and jewelry
- Wear your personal clothing to work, but bring your “work” clothes in a washable bag, along with a pair of shoes that can be easily cleaned and left at work or in your car.
- Bring lunch in a disposable bag.
- Practice proper hand hygiene.

## ➤ During work:

- Disinfect your phone, name tag or ID badge, eyewear, and any work supplies regularly.
- Perform hand hygiene after touching frequently used objects and surfaces.
- Avoid handshakes or high-fives.
- Disinfect your lunch space before and after eating.
- Practice physical distancing
- Wear appropriate Personal Protective Equipment (PPE) like gloves or a mask as directed.

## ➤ After work:

- Take a minute to reflect on three things that went well today; be proud of the work you did.
- Disinfect your phone, name tag or ID badge, eyewear, and any work supplies; leave what you can at work.
- Handle possibly contaminated items (shoes, work bag, work clothes) with care.
- Place work clothes in your dirty clothes bag in the trunk of your car or directly into the washing machine when you get home.
- Wash your work clothes and dirty clothes bag with detergent.
- Leave your work shoes outside the home or in your dirty clothes bag.
- Keep your street clothes and shoes in a clean and washable bag, separate from your work clothes.
- Shower immediately after arriving home.



**CLICK  
HERE TO  
RETURN**

Being part of a community and making safe connections is important, especially as many people feel isolated.

Animals live in the here and now, they do not focus on the past or future, or the stress of the current pandemic. At the farm, or in local parks or trails, you can be yourself.

For those seeking connections with people, Matador Network provides us with several, non-alcohol related ways to stay connected during the pandemic.

## Try it!

- Watch the goats at Green Chimneys play among the rocks, or observe a chicken happily pecking for a worm. Remember that life's simple pleasures are often the best.
- Attend a virtual concert
- Join an online book club
- Do an online language exchange
- Organize a web-based game night
- Host a digital dinner party

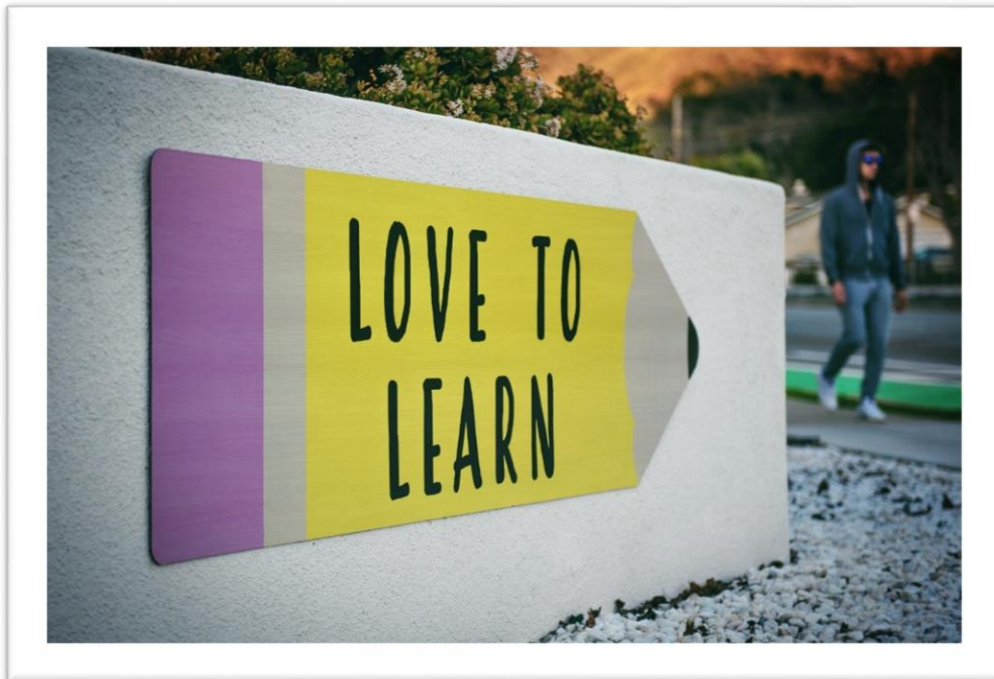


**CLICK  
HERE TO  
RETURN**



**Learning a new skill can be empowering and helpful!**

**CLICK HERE TO RETURN**



Try it!

- Stay up to date with employee resources and information by visiting: [\*Employee Communications\*](#)
- Check out a collection of over 25,000 webinars, expert articles, tools, tutorials, trainings, and video resources at: [\*The EAP\*](#)
- Learn more about Trauma Informed Care from: [\*Trauma Responsive Educational Practices\*](#)

Mindfulness is the basic human ability to be fully present, aware of where we are and what we're doing, and not overly reactive or overwhelmed by what's going on around us (*mindful.org*).

It helps you take a step back from intense feelings and has been shown to:

- Increase emotional regulation
- Decrease distraction and rumination
- Increase activity in the brain region associated with positive emotions
- Decrease anger and emotional irritability
- Decrease depression and anxiety
- Increase immune function



**CLICK HERE TO RETURN**

## Try it!

- **Yawn and stretch for 10 seconds every hour.** Do a fake yawn if you have to. That will trigger real ones. Say “ahh” as you exhale. Notice how a yawn interrupts your thoughts and feelings. That brings you into the present. Stretch really, really slowly for at least 10 seconds. Notice any tightness and say “ease” to that place. Take another 20 seconds to notice and then get back to what you were doing.
- **Stroke your hands.** Lower or close your eyes. Take the index finger of your right hand and slowly move it up and down on the outside of your fingers. Once you have mindfully stroked your left hand, swap and do the same to your right.
- **Take a raisin or a piece of chocolate and mindfully eat it.** Slow down, sense it, savor it and smile between bites. Purposefully slow down. Use all your senses to see it, touch it, smell it, and sense it. Then gently pop it into your mouth and really savor it. Savor its texture, its taste, how it feels in your mouth. Let it linger and then swallow it. After you have swallowed it, let your lips turn up slightly and smile. Do the same thing for each raisin you eat or bite you take.