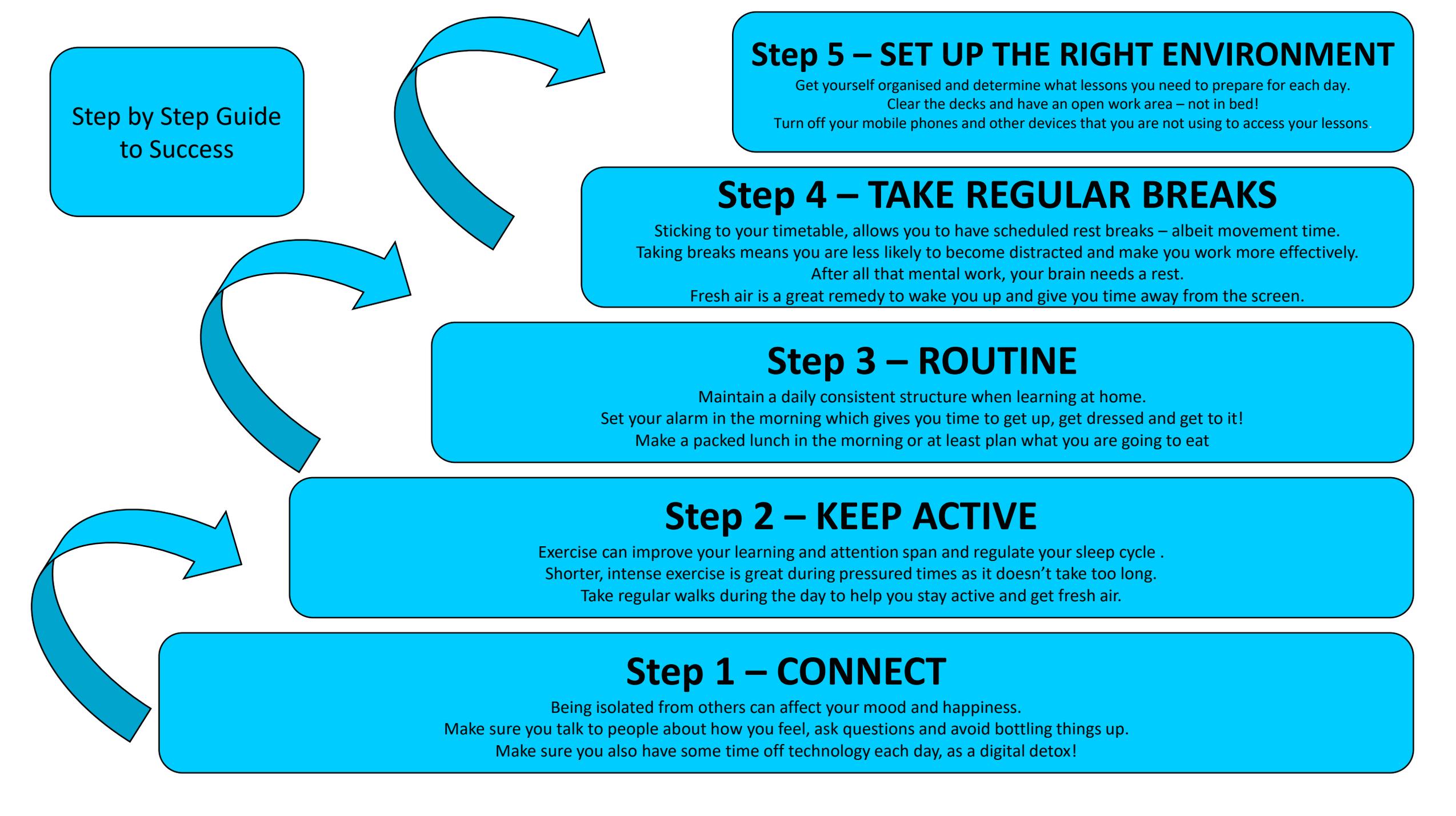


## Step by Step Guide to Success



### Step 5 – SET UP THE RIGHT ENVIRONMENT

Get yourself organised and determine what lessons you need to prepare for each day.  
Clear the decks and have an open work area – not in bed!  
Turn off your mobile phones and other devices that you are not using to access your lessons.

### Step 4 – TAKE REGULAR BREAKS

Sticking to your timetable, allows you to have scheduled rest breaks – albeit movement time.  
Taking breaks means you are less likely to become distracted and make you work more effectively.  
After all that mental work, your brain needs a rest.  
Fresh air is a great remedy to wake you up and give you time away from the screen.

### Step 3 – ROUTINE

Maintain a daily consistent structure when learning at home.  
Set your alarm in the morning which gives you time to get up, get dressed and get to it!  
Make a packed lunch in the morning or at least plan what you are going to eat

### Step 2 – KEEP ACTIVE

Exercise can improve your learning and attention span and regulate your sleep cycle .  
Shorter, intense exercise is great during pressured times as it doesn't take too long.  
Take regular walks during the day to help you stay active and get fresh air.

### Step 1 – CONNECT

Being isolated from others can affect your mood and happiness.  
Make sure you talk to people about how you feel, ask questions and avoid bottling things up.  
Make sure you also have some time off technology each day, as a digital detox!

## What IN SCHOOL help is out there?

1. Form tutor and HOY support
2. Safeguarding team
3. Pastoral Mentors
4. Teachers and TA's
5. Tutor time drop in
6. 1:1 Teams Catch Up
7. Online help and support

## Who do I contact...and when?

You can contact any member of staff to reach out and ask for help.

### Key contacts

[kdolby@walton-ac.org.uk](mailto:kdolby@walton-ac.org.uk)  
[ebeswick@walton-ac.org.uk](mailto:ebeswick@walton-ac.org.uk)  
[mgleave@walton-ac.org.uk](mailto:mgleave@walton-ac.org.uk)  
[dwilliams@walton-ac.org.uk](mailto:dwilliams@walton-ac.org.uk)  
[cmorton@walton-ac.org.uk](mailto:cmorton@walton-ac.org.uk)  
[jthomas-wright@walton-ac.org.uk](mailto:jthomas-wright@walton-ac.org.uk)  
[apearce@walton-ac.org.uk](mailto:apearce@walton-ac.org.uk)  
[tashwin@walton-ac.org.uk](mailto:tashwin@walton-ac.org.uk)  
[mhead@walton-ac.org.uk](mailto:mhead@walton-ac.org.uk)  
[jtall@walton-ac.org.uk](mailto:jtall@walton-ac.org.uk)  
[bjones@walton-ac.org.uk](mailto:bjones@walton-ac.org.uk)  
[mscotton@walton-ac.org.uk](mailto:mscotton@walton-ac.org.uk)

If they can't help you then they will know someone who can.

## What do I do if...

I need someone to listen to me?  
I need someone to help me?  
I need some advice?  
I am struggling with work?

**REACH OUT...HELP IS ON THE WAY**

Email someone in school and tell them what is troubling you

Click on the images

**kooth**

**STUDENT  
SPACE**

**student  
minds**

**shout**  
for support in a crisis

We're supporting  
**mind**  
for better mental health

**NHS**

**YOUNG Mi MINDS**