# Having a Healthy School-Life Balance



**Maintaining a healthy balance between school and life is crucial for your overall well-being, academic success, and personal development. Here are some strategies to help you achieve a helathy school-life balance.**

## Set Goals

- Set achievable short-term and long-term personal and academic goals.
- Develop step-by-step plans to reach your goals, and reward yourself for your successes.

## Develop time-management skills

- Make to-do lists or use a planner to prioritize tasks and assignments.
- Allocate specific blocks of time for studying and completing your work.
- If you don't have enough time for everything you need to do, think about what activities you can shorten, eliminate, or postpone.

## Manage stress

- Have ways to manage stress—do yoga, practice mindfulness, or have relaxing hobbies.

*For more tips on reducing stress, check out this short video.*

VIDEO

## Practice self-care

- Prioritize sleep, aiming for 7–9 hours each night.
- Engage in regular exercise, eat a balanced diet, and manage stress.

## Limit screen time

- Social media, TV, and video games can all be huge time wasters. Schedule small chunks of time for these activities, and stick to your schedule.
- Try to use your screen time for productive purposes, such as studying, and your leisure time for doing offline activities, such as reading, playing sports, or spending time outdoors.

## Maintain a social life

- Foster and maintain healthy relationships with friends and family by setting time aside for socializing, even if it's just over phone or text.
- Join school clubs, sports teams, and other organizations that help you stay connected to other students and have some fun.

## Reflect and adjust

- Regularly evaluate your schedule and habits to see what's working and what needs to be adjusted.
- Be flexible and willing to modify your routines to achieve a more effective balance.

## Ask for help

- If you're having difficulty keeping up with your schoolwork, activities, and other responsibilities, don't hesitate to ask for help. Reaching out for help is not a sign of weakness; it's a sign of strength.

# 10 WAYS TO REDUCE STRESS



**These 10 tips will help you manage stress, find your calm, and get more enjoyment out of life.**

1. IDENTIFY YOUR STRESSORS. Make a listof the things that are stressing you out anddetermine how each can be dealt with. Having a plan will help you feel less over-whelmed and more empowered.

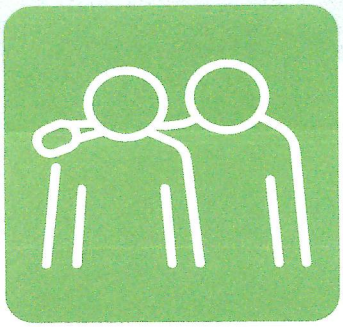
2. TAKE TIME FOR YOURSELF. Do something that has made you feel calm and relaxed in the past. Listen to music, go for a walk, or spend time in nature.

3. IF IT'S BEYOND YOUR CONTROL, LET IT GO. If you're stressed about things you can't change, let those worries go completely.

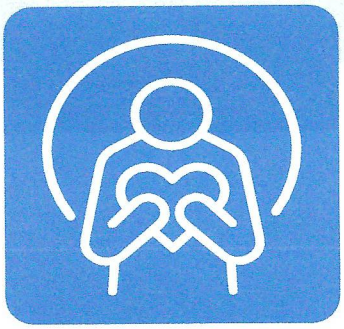
4. RELAX. Close your eyes and imagine a relaxing scene. Breathe in slowly and slowly exhale. Repeat.

5. EAT HEALTHY. Having a healthy diet improves your mood, motivation, and mental health.

6. GET ENOUGH SLEEP. The amount of sleep you get affects your mood and your ability to tackle problems. Never sacrifice sleep to get everything done.







**7. Write in a journal.** Writing down your thoughts and emotions, including what's causing you stress, can be a good way to work through your feelings.

**8. Learn to say no.** Sometimes simply having a lot to do—even things you enjoy and want to do—can cause you stress. Know that it's okay to turn down requests and invitations.

**9. Get active.** Moving your body is a very effective stress reliever. Whether it's shooting some hoops, doing yoga, or just going for a walk, being active can help you clear your mind and feel calmer.

**10. Get support.** When you're feeling stressed, reach out to others for support. Talk to a parent or family member, a favorite teacher, or your counselor.

*Stress and anxiety are closely related. For some tips on how to deal with anxiety, watch this short video.*

VIDEO

# Feeling Overwhelmed?

## If so, you're not alone. We all feel overwhelmed at times.



When you're feeling overwhelmed, it's important to have strategies that help you cope and feel more on top of things. Here are some tips that might help.

### Take deep breaths.

When you're feeling stressed out or overwhelmed, stop, breathe in deeply, count to four, and exhale. Do this for two minutes.

### Take a time out.

Do something that has nothing to do with school, work, or any of your obligations – read a book, listen to music, go for a walk, take a hot bath.

### Learn to say no.

Don't be afraid to turn down requests and say no to invitations.

### Look at all you're doing.

You may have taken on more than you can handle. If this is the case, try to simplify your life. Look for activities or obligations you can eliminate, shorten, or postpone. *Do not sacrifice sleep to get everything done.*

**74% of people report feeling overwhelmed from time to time.**

## Get organized.

Sometimes things feel chaotic because our space feels chaotic. Take time to clean and organize your living space, study area, and backpack.

## Improve your time management.

Using the time you have wisely will help you feel less stressed and overwhelmed. Here are some time-management tips.

- **Make To Do lists.**
  Having a To Do list allows you to focus on what you need to do, instead of wasting time worrying about how you're going to get everything done—and wondering what you forgot.
- **Create routines.**
  A good morning and nighttime routine will save you time and help your day run more smoothly.
- **Control time wasters.**
  Social media, TV, and video games can all be huge time wasters. Schedule short periods for these activities and stick to your schedule.
- **Look for wasted chunks of time.**
  Think about how you can use these times more effectively. For example, review your notes while waiting for a ride.
- **Plan out the week.**
  Each Sunday night, plan out the coming week. Make sure you have time to do everything that's scheduled.
- **Take time to relax.**
  Set aside time to rest, relax, and recharge your batteries.

**Sometimes, the most important thing you can do when you are feeling overwhelmed is to ask for help.**

**Asking for help is a sign of strength, not weakness.**