

Health Promotion Wellbeing Toolkit



Welcome to your very own Wellbeing Toolkit

Inside you will find tools, hints and tips to help you increase motivation, focus on what matters to you, and support your mental wellbeing. Whether you're feeling okay or struggling, by opening this toolkit, you've taken the first step towards feeling better. It is here to support you - use the parts that feel helpful.

This short video on our webpage explains what wellbeing is and gives a quick guide to using the toolkit.



Here is feedback from people who the toolkit has helped.

It has made me feel good

WELL LAID OUT AND EASY TO READ - NOT TOO MUCH EFFORT NEEDED. IT HAS HELPED ME TO UNDERSTAND MORE ABOUT WELLBEING

Good to see things in writing - your emotions become real

I USE IT EVERY DAY

Helped me be able to watch my moods and expand on my coping mechanisms

Loved using it - it's been insightful

More aware of my moods and focus better on how to change them

It looks at things differently and is more visual so easy to follow. Supported my depression and understand emotions from PTSD and autism

I'm making small changes all for the good of my health. It's been a positive toolkit. I have used the 10 positive steps and the QR codes.

Helped me realise what emotions I'm feeling and why. I find it hard to understand and regulate my emotions so that was actually very helpful find the root of what my triggers are the steps to handle and prevent them

I am using it and improving my mind and body

It has impacted my personal and family life

I learned how to be happy with me

What's inside...

Circles of Control	Focusing on what matters now so we spend our time and energy well
Diary Section	Keep track of your tasks and appointments and how well you feel your day is going
10 Positive Steps	10 examples of how you can boost your wellbeing
Be Proud of Who You Are and What You Can Do	Think about what you are good at and how you can use those skills, abilities and personality traits in different aspects of your life
Moving For Your Mood/Food and Mood	Finding ways of moving more and scrolling less and exploring mood boosting food
Maintaining a Healthy Lifestyle	A range of health and wellbeing apps, *websites, courses, and contacts which can help you to increase your wellbeing
Money Confidence	Tools, tips and services to help you feel more in control of your everyday spending and planning
Staying Connected	A range of different services to support you to increase your wellbeing
Take a Break	Activities to slow down your busy brain
Your Contacts and Notes	Space for you to keep your notes and doodles

*This toolkit contains **QR (quick response)** codes to allow easy access to websites using a smart phone. We have provided contact numbers where we can.

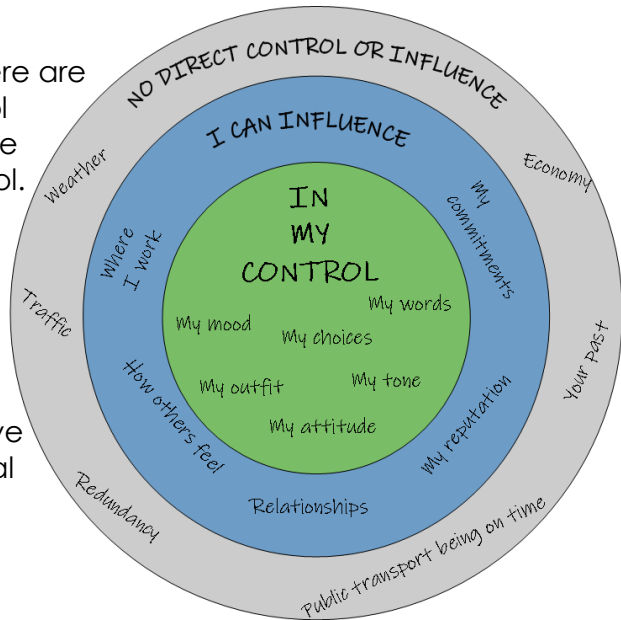
Please share your thoughts on this toolkit by completing this quick evaluation. As a thank you we will send you a **FREE** swim pass to use at any Fife Sports and Leisure Centre pool.



How do I focus on what matters to me?

Circles of Control. In life, there are some things we have control and influence over. There are also things we cannot control. Worrying about things we cannot control can increase stress and anxiety.

Focusing on what we **CAN** control helps us use our time and energy in a more positive way and supports our mental wellbeing.



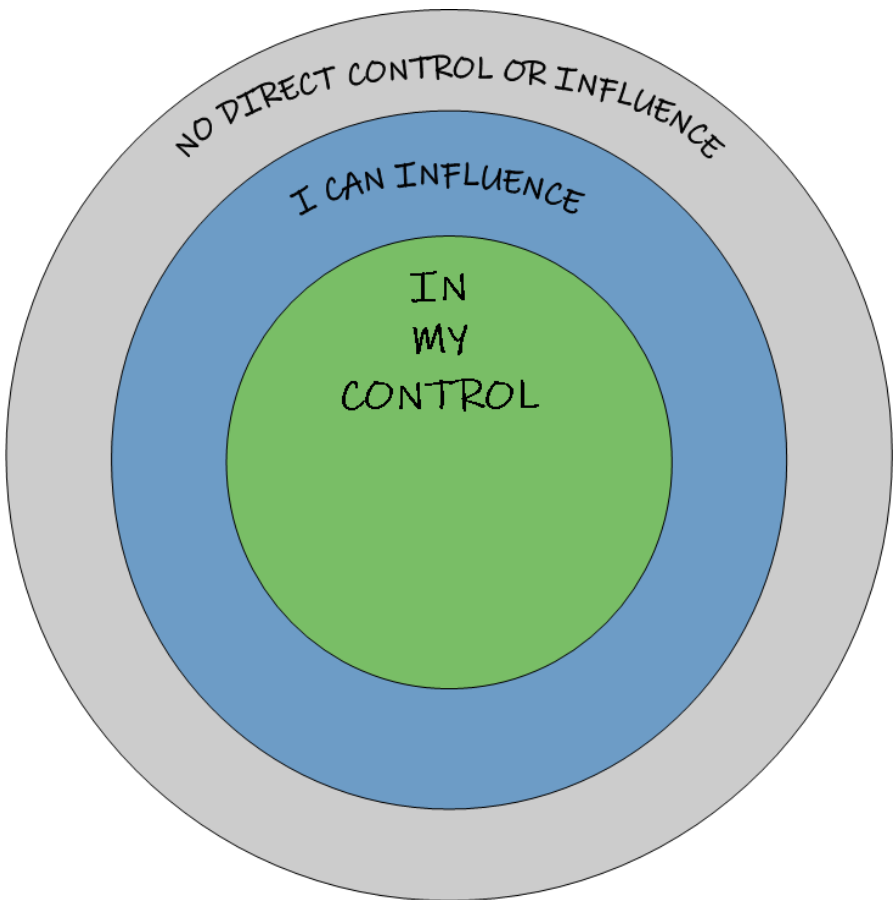
No Control/Influence Circle - These are things we **cannot change**. Spending too much time worrying about these can be exhausting and affect our mood. It can also take energy away from the things we can control. Taking time to notice where we spend our energy can help us refocus on what supports our mental wellbeing.

Things I Can Influence Circle – These are things you don't fully control, but where your **actions still matter**. Putting energy into areas you can influence can help you feel more confident and positive, especially when you know your efforts can make a difference.

In My Control Circle - These are the things we do have direct control over. This includes our choices, actions, and how we spend our time and energy. When we make thoughtful decisions, we **can** positively affect our daily life, our routines, and our relationships. Taking responsibility for what we can control helps improve our mental wellbeing and boost self esteem.

Draw your own

1. In the outer grey ring list those things that you are concerned about but can't control or influence.
2. In the blue circle list those things you are concerned about, but you can influence.
3. In the centre list those things you have control over right now.



"You may not control all the events that happen to you, but you can decide not to be reduced by them." – Maya Angelou

This diary can be used to keep note of important appointments and to help keep track of your mood.

Tracking your mood regularly can be really helpful. Daily check-ins are ideal, but even once a week can give you useful insights into how you're feeling.

A mood diary can help you notice patterns in your life. It may show things that affect your mood, including triggers to watch out for and early signs that you're not feeling your best. It can also highlight the small and big things that help you feel well, and show the positive impact of the steps you take to support your wellbeing.

Take a few moments during the day to pause and reflect. tick the emojis that best match how you feel and write a short note about why.

Looking back at your Circles of Control may also help you manage your mood.

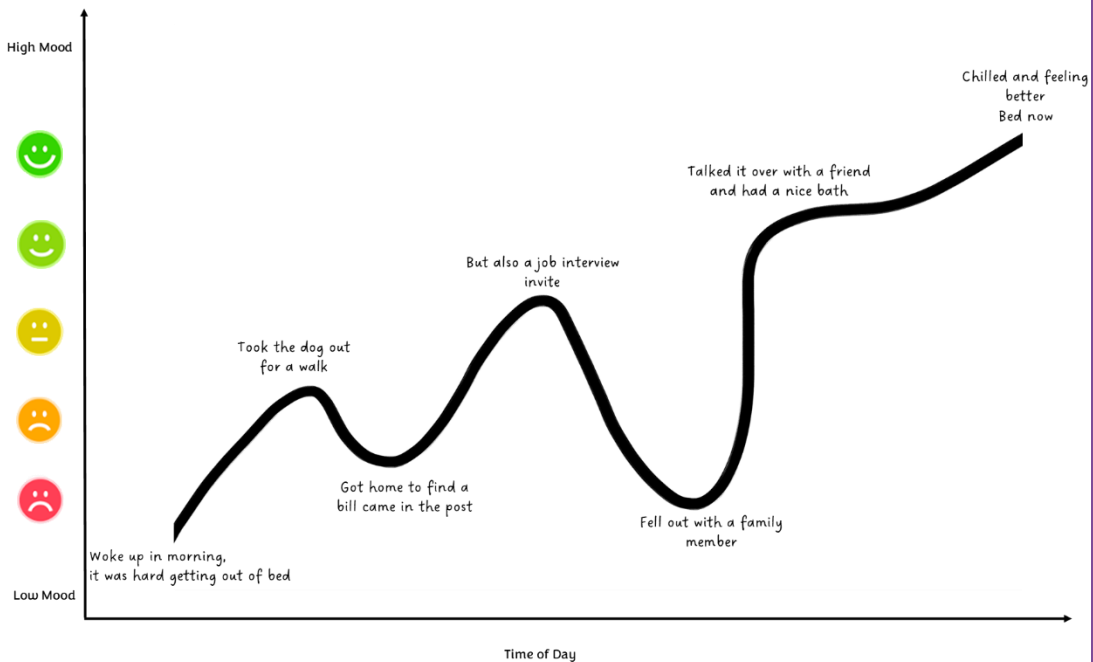
Give it a try. If it works for you, you can order more diary pages by clicking this QR code :



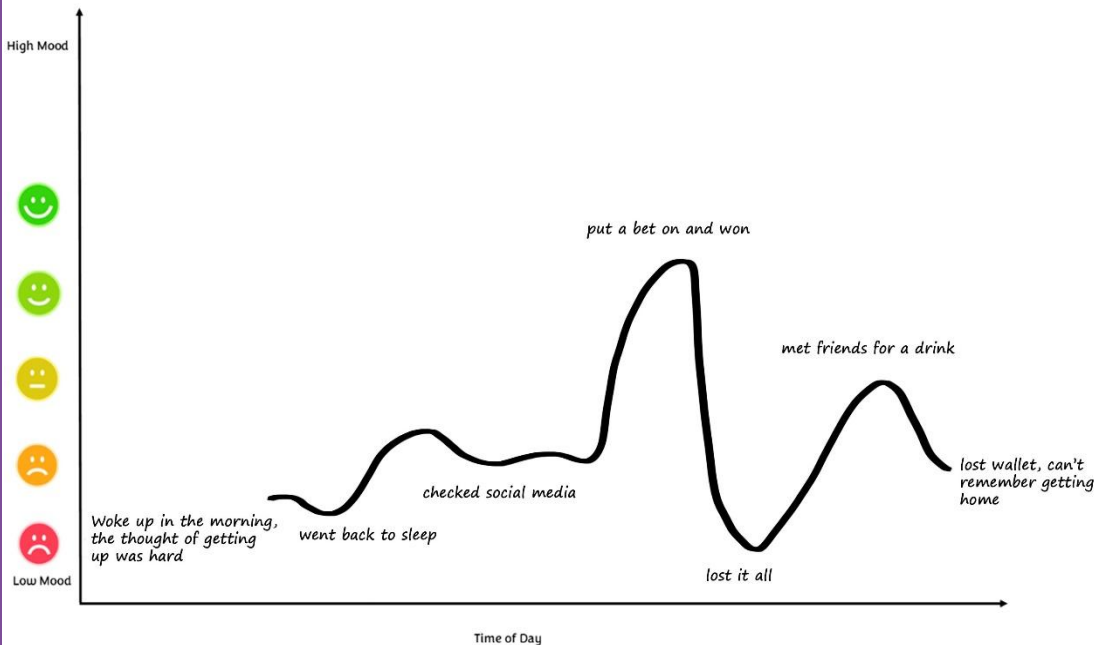
Life is a Rollercoaster

Our mood changes throughout the day. It is affected by what happens to us, how we respond, and how we cope.

Mood changes are normal. Our mental health is always changing and influenced by many things, including some we cannot control. Using healthy coping strategies can help recharge our energy and lift our mood. This image shows examples of things that can affect us in positive and negative ways.



Feeling all of your emotions can be hard, and sometimes uncomfortable. However, noticing and working through your feelings is helpful in the long run. When we feel low, it can be tempting to turn to quick fixes that distract us or give a short boost. These often do not last and may leave us feeling worse later.



Mapping out your day can help you notice what affects your mood and how you cope. In the first example, activities like walking the dog, talking with friends, and having a bath led to a more positive mood by the end of the day. These actions had a longer-lasting effect. In the second example, short-term fixes were harder to maintain and the day ended with a lower mood.

Understanding what helps lift and maintain your mood can give you a greater sense of control and support your mental wellbeing.

Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



Monday



Tuesday



Wednesday



It's worth looking back over your week/fortnight to see how you scored yourself in the morning, afternoon and evening using the mood emojis.



If you notice your days are mostly orange or red and you feel very low, there is help available. Speak to your GP or contact any of the following:

Samaritans : **116 123** (24 hours)

Breathing Space : **0800 83 85 87**

SHOUT Texting Service : text "FIFE" to **85258** (24 hours)

NHS24 Mental Health Hub : **111** (24 hours)



If you often feel a bit flat, moving your body can help.

Exercise may be the last thing you feel like doing, but even gentle movement can lift your mood.

When we move, our bodies release feel-good hormones. This can be as simple as playing music and having a dance, or going for a short walk. Walking in a green space, even for five minutes in a local park, can improve wellbeing and help us feel calmer and more connected.

This toolkit offers many simple ways to take small steps, reconnect with your feelings, and support your wellbeing.

Exploring different types of support is often easier at less difficult times. There's no right or wrong place to start, different things work for different people at different times.



If most of your days are green, that's a positive sign. This resource can help you maintain your wellbeing.

10 Positive Steps

The Mental Health Foundation identified **10 Positive Steps** that people can take to look after and improve their wellbeing. For example, **accepting who you are** and **doing something you are good at** can help achieve a positive sense of self. **Eating well, drinking sensibly and keeping active** will all contribute to good physical and mental health.

Keeping in touch and **caring for others** can promote social skills, kindness and improve attachment to those close to us, and **taking a break, asking for help** and **talking about feelings** will help break down barriers and stigma, help you think about yourself and seek support when you need it.

We have included the 10 positive steps tool to help you think about what you would like to focus on to improve your wellbeing. However you may have things completely different from the 10 listed here which you feel are more important. We have provided a blank copy for you to include these.

Think about these 3 questions to help you work through where you want to get to:

- ⇒ **What do I currently do that I would like to change?**
- ⇒ **What do I want the future to look like?**
- ⇒ **What steps do I need to take to overcome any difficulties?**

The 10 positive steps...

Adapted from the Mental Health Foundation 'How to look after your mental health' campaign 2007

Positive steps for mental health	What do I currently do that I would like to change?	What do I want the future to look like?	What steps do I need to take to overcome any difficulties?
Drink sensibly			
Do something I'm good at			
Accept who I am			
Talk about my feelings			
Ask for help			

The 10 positive steps...

Adapted from the Mental Health Foundation 'How to look after your mental health' campaign 2007

Positive steps for mental health

What do I currently do that I would like to change?

What do I want the future to look like?

What steps do I need to take to overcome any difficulties?

Keep active

Take a break

Care for others

Keep in touch

Eat well

My positive steps...

Adapted from the Mental Health Foundation 'How to look after your mental health' campaign 2007

Positive Steps
For Mental Health

What I currently do that I would
like to change

What I want my future to look like

What steps I need to take to
overcome any difficulties

My positive steps...

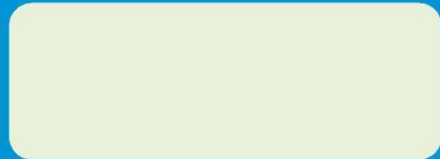
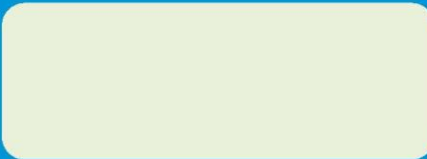
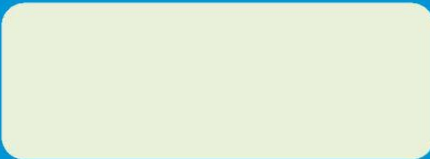
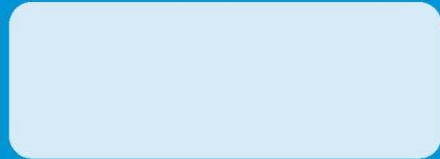
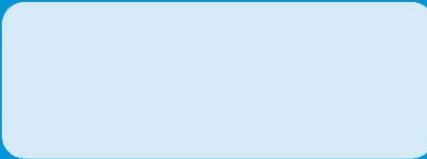
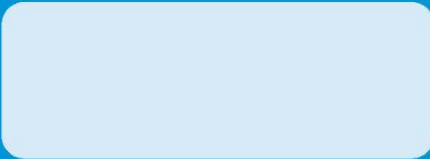
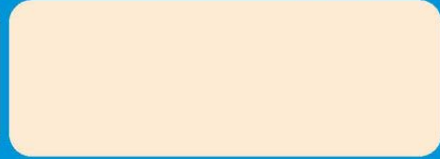
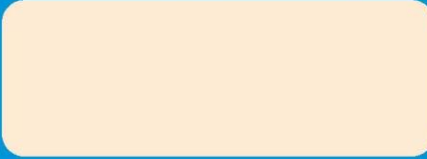
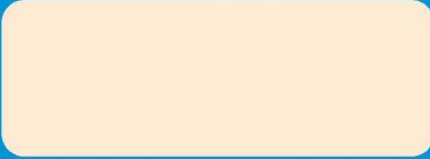
Adapted from the Mental Health Foundation 'How to look after your mental health' campaign 2007

Positive Steps
For Mental Health

What I currently do that I would
like to change

What I want my future to look like

What steps I need to take to
overcome any difficulties



Be Proud of Who You Are and What You Can Do

Transferable skills are those you've developed and picked up over time, at work and through home and relationships; it could be from hobbies or practical training and qualifications that prove you have done the work to achieve them, and it is essential you use all the resources you have at your disposal.

Resources are anything you can use – not just physical things like money, but soft skills too like empathy and compassion, research skills or proof reading - attention to detail for example.

It can sometimes be hard to recognise the skills we already have – and it's surprising to see just what we can tick off!



You can use the list over the page to help identify what skills you have and highlight what you may need in future – but remember they won't all be applicable to you, and that's OK, we are all different and have different ways of approaching things.

Here's how you can identify and use your transferable skills for work, volunteering, study or building confidence in everyday life:

Life Skills



Do your homework – if applying for a job, study the job advertisement and understand the expectations from the role. If not, think about situations in everyday life where your skills are useful.

Do a self analysis – think about your life and work skills, use the checklist on the next page to help identify these.

Share your strength – whether that's in a CV, volunteering, study, or simply recognising what you bring to relationships and everyday life.

Get blowing that trumpet!



My Skills and Qualities

Meet deadlines	<input type="checkbox"/>	Compassionate	<input type="checkbox"/>
Results oriented	<input type="checkbox"/>	Team player	<input type="checkbox"/>
Organise & plan	<input type="checkbox"/>	Artistic	<input type="checkbox"/>
Supervise others	<input type="checkbox"/>	Motivate others	<input type="checkbox"/>
Manage resources	<input type="checkbox"/>	Listen	<input type="checkbox"/>
Instruct others	<input type="checkbox"/>	Organise people	<input type="checkbox"/>
Drive vehicles	<input type="checkbox"/>	Musical	<input type="checkbox"/>
Tactful	<input type="checkbox"/>	Outgoing	<input type="checkbox"/>
Self motivated	<input type="checkbox"/>	Meet the public	<input type="checkbox"/>
Problem solver	<input type="checkbox"/>	Patient	<input type="checkbox"/>
Adaptable/flexible	<input type="checkbox"/>	Support others	<input type="checkbox"/>
Accept responsibility	<input type="checkbox"/>	Reflective	<input type="checkbox"/>
Desire to learn & improve	<input type="checkbox"/>	Tolerant	<input type="checkbox"/>
Time management	<input type="checkbox"/>	Dance & movement	<input type="checkbox"/>
Manage money/budget	<input type="checkbox"/>	Good communicator	<input type="checkbox"/>
Work independently	<input type="checkbox"/>	Kind	<input type="checkbox"/>
High energy	<input type="checkbox"/>	Mediator	<input type="checkbox"/>
Ability to delegate	<input type="checkbox"/>	Can take instruction	<input type="checkbox"/>
Research	<input type="checkbox"/>	Caring	<input type="checkbox"/>
Creative thinking	<input type="checkbox"/>	Independent	<input type="checkbox"/>
IT skills	<input type="checkbox"/>	Social Media savvy	<input type="checkbox"/>
Manual labour	<input type="checkbox"/>	Empathic	<input type="checkbox"/>
Big picture thinker	<input type="checkbox"/>	Persuasive	<input type="checkbox"/>
Detail oriented	<input type="checkbox"/>	Inspire others	<input type="checkbox"/>

Positive Personality Traits

Putting a positive twist on seemingly negative traits can literally change everything.

turn Negative Labels	into Positive Affirmations
Demanding.....	Decisive
Insisting.....	Determined
Stubborn.....	Persistent
Cocky.....	Confident
Bossy.....	A leader
Fixated.....	Committed
Rebellious.....	Non-conforming
Defiant.....	Bold
Obsessive.....	Orderly
Explosive.....	Passionate
Quiet.....	Thoughtful
Rigid.....	Precise
Fearful.....	Cautious
Hyper.....	Energetic
Impatient.....	Eager
Sensitive.....	Tuned in to Emotions

Increasing Skills and Experience

Increasing your skills and experience can build confidence, create new opportunities, and support your overall wellbeing. There are a number of ways to go about this.

Adult Basic Education: (ABE) offers free learning for young people and adults over the age of 16 in Fife, who want to develop their skills in reading, writing, numbers and ICT (Information and Communications Technology).

Learners can also work towards an SQA qualification at Levels 3 and 4. Learning takes place in small groups and is based around a learner's goals and interests.

For more information call **0800 783 5161**

Adult and Community Learning: Across Fife, a wide range of lifelong learning opportunities are available in many locations, including libraries, local community and learning centres, and community-use schools and colleges.

You may wish to get formal qualifications, to develop a personal interest or hobby, to learn new skills or brush up on old ones, or you may wish to learn just for fun.

This QR link will take you to Fife Council's **Community Use** pages where you will find information on activities, classes and venues.



Further Education: Fife College aims to transform the lives of students through inspirational learning and teaching, helping to develop their full potential with life enhancing skills, knowledge, experience and resilience that will shape their future success.

They provide full-time and part-time courses. An A-Z list of courses can be found using this QR link.



Skills Development Scotland (SDS) – My World of Work

SDS offer free career coaching services to anyone of any age and can support with identifying skills and strengths, overcoming barriers to employment, planning next career steps and putting together CVs and application forms. We also offer specific support to those facing redundancy.



Step into Volunteering: Volunteering has been proven to help alleviate feelings of loneliness and better our mental health and wellbeing through getting people out and about, connecting them with new people and new communities, acquiring new skills, and, most importantly, having fun!

The **Fife Voluntary Action** team are volunteering experts and love helping people of all ages and backgrounds to become volunteers.

This QR link will take you to their volunteering page where you can get information on opportunities available and how to start your volunteering journey or call them on **0800 389 6046**.



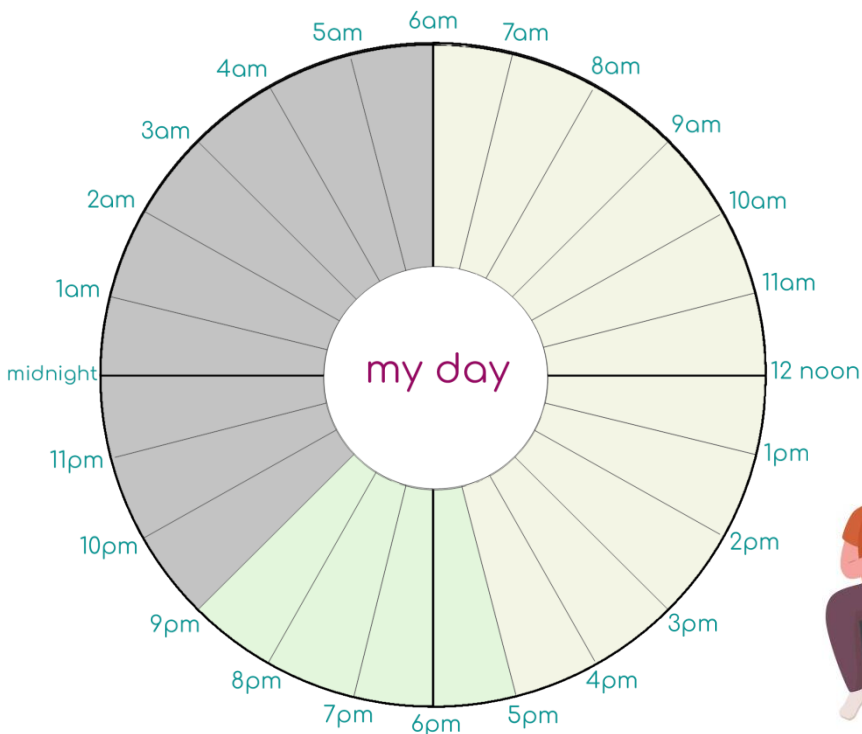
Reducing Sedentary Behaviour

Being sedentary (**sed-en-tar-y**) is spending a long time sitting or lying down, while awake, and doing very little movement. The most common sedentary behaviours in adults involve lots of screen time;

- Spending time scrolling on your phone
- Sitting for a long time at work
- Sitting or lying on the couch watching TV
- Spending a lot of time playing video games

It is important to take breaks from screens or sitting for too long, and 'doom scrolling' can contribute to low mood and low motivation.

You can use this clock to record how much time you spend being sedentary and how often you move around. See the next page for ways to build more movement into your day.



Moving For Your Mood

Moving for your mood means finding ways you can build **movement** into your day, and getting to know how it makes you **feel**.

Any way you decide to get moving counts. Whether it's **stretching** while making a cup of tea, **meeting friends**, or **doing chores** around the house, it all helps us.



A few ways to move more...

- Go for a walk or wheel
- Make the bed
- Move around the house
- Do the hoovering
- Play with your pet
- Scavenger hunt
- Go for a bike ride
- Hide and seek
- Walk while chatting
- Move and stretch
- Yoga
- Join in a beach clean
- Games in the garden
- Do the dusting
- Gardening
- 1 minute of dance
- Take the stairs
- Play Frisbee

Have fun!

Food and Mood

Eating Well is listed as one of the 10 positive Steps to wellbeing. But why is it so important?

Eating well gives our bodies the energy they need to move, think clearly and fight illness. It can also improve sleep and support a more balanced mood.

Top Tips for eating well:

- Eat lots of **fruit** and **vegetables** to support your immune system and overall health.
- Include **protein foods** such as **beans, lentils, nuts** and **lean meats**. These help your body repair itself, and support concentration and focus.
- Drink plenty of **water** to stay hydrated. Dehydration can cause headaches, tiredness and 'brain fog'.
- Eat more **fish**, especially oily fish as it supports brain health, helping you feel happier, calmer and more positive.
- Choose foods that keep you fuller for longer, such as **potatoes** with the skin on, **wholegrain bread** and **pasta**.
- Limit foods high in **fat, salt** and **sugar**. These can cause energy crashes, mood swings and feelings of bloating and tiredness.



Eating and Emotions

We don't always eat because we are physically hungry.

Comfort eating is using food to meet emotional needs rather than physical hunger. It might feel good at the time but the effect is usually short-lived and can sometimes leave us feeling worse afterwards.

Notice patterns - Use your mood diary to spot links between how you feel and what you eat. Are you eating for nourishment, comfort, boredom, stress, or something else?

You might find it helpful to:

- **Check your hunger.** Ask yourself if you are actually hungry or eating for another reason. If you've eaten recently, try drinking a glass of water, and wait 10 minutes.
- **Find a distraction.** Try going for a walk, read a few pages of a book, or calling a friend.
- **Reduce temptation.** If possible, avoid having unhealthy snacks close at hand.
- **Choose lower-sugar snacks** where you can. Sugar peaks and crashes can affect mood and energy levels.
- **Cook from scratch when possible.** Cooking can be calming, build confidence and often costs less than takeaways.
- **Be kind to yourself.** Not all days will be full of good choices – it's the balance that counts.



Fifefirst is Fife Council's concession card scheme offering families and individuals discounts to various Fife Council services. A Bonus card is available for people who are not entitled to a concession.

Where can I use my Fifefirst card?

The Fifefirst card can be used to receive discounts at:



as well as Community Centres, Disability Sport Fife, Library Events, Lochore Meadows, Lomond Centre, Parks, Sports Development and Fife Cycle Park.

What discounts can I receive?

There are three Fifefirst card categories:

Premier & Super

Discounts of up to 50% are available to Premier and Super cardholders. See Section B on the application form for qualifying criteria.

Bonus

The Bonus card is available for anyone who does not qualify for a Premier or Super card or resides outside Fife. Bonus cardholders can receive discounts of up to 10%.

Please note, Fifefirst discounts may vary across Council services.

Who can apply?

Anyone can apply. To be eligible for a Super or Premier card you must be a Fife resident.

How do I apply or renew?

Complete the tear off application form on this leaflet and take it to a main Library, Community Use School (a full list can be found on our website: www.fifedirect.org.uk/fifefirst).

You will need to show current proof of eligible benefits e.g. your letter of award, one passport sized photograph and the membership fee if appropriate.

How much does Fifefirst cost?

Annual fee

Premier	No cost
Premier family	No cost
Super	£5.00 per card
Bonus	£10.00 per card
Bonus family	£20.00
Bonus junior	£5.00 per card
Replacement card	£1.00 per card

A family application may be made under the Premier and Bonus categories. A family is defined as up to two adults plus dependant children under 18 years of age. One application form must be completed for each member of the family who require a Fifefirst card. Children five years and over are entitled to their own Fifefirst card. Children under five years will be registered on the main adult's card.

How long is Fifefirst valid?

Your Fifefirst card is valid for one year from the date of issue.

Application form - Section A

Please complete in ink using capitals

Mr Mrs Miss Ms

Name:

Address:

Postcode:

D.O.B:

Home tel:

Mobile:

Email:

Please tick if you would like to receive further information including special offers from Fife Council. Details of Fife Council's Privacy Notice and how we collect and use personal information are available at www.fifedirect.org.uk/privacy

Signature

Fifefirst category

Please tick the category you are applying for:

Premier

Premier Family

Super

Bonus

Bonus Family

Replacement

Application form - Section B

When applying for a Premier or Super card, please ensure that you show proof of address, age and entitlement e.g. letter of award.

Premier

Office use

- Income Support
- Employment & Support Allowance
- Income Based
- Pension Credit
- Disabled Persons Tax Credit
- Council Tax Rebate - not single person's allowance
- Working Tax Credit
- Universal Credit
- Not in work or take home pay less than £910 per month

Super

- Individual with a disability (under 18s no charge)
Personal Independent Payment (PIP)
Disability Living Allowance (Care or Mobility)
- Employment & Support Allowance
- Contribution Based
- Industrial Injuries Disablement Benefit
- Carers Allowance
- Job Seeker Allowance - Contribution Based
- Full time students
- 63 years or over and not in work
I certify that I am 63 years or over and not in work

Signature: _____

Send by email

Office use only

Paid:

Card No:

Category:

Expiry date:

Certified by:

Issued by:

Renewal:

Yes / No

Previous card No:

Terms & conditions

1. Fife Council reserves the right to amend Fifestyle at any time.
2. Fife Council reserves the right to reject an application.
3. No refunds will be given.
4. Upgrades and changes to Fifestyle categories are at discretion of Fife Council.
5. Students who receive pay from a sponsor e.g. research students are not eligible.
6. Discounts may not apply to already reduced activities.
7. Discounts will only be given if a valid Fifestyle card is produced.
8. Access may be restricted during seasonal holidays and maintenance closures.
9. Concessionary entitlement is granted only to the Fifestyle cardholder.
10. Information correct at time of print.
11. Discounts may be subject to change.
12. Discounts not applicable to block bookings.

Data Protection

Please visit www.fifedirect.org.uk/privacy for information related to the General Data Protection Regulation (GDPR) guidelines.

For further information

Write to: Fife Council Communities & Neighbourhoods Service, Rothsay House, Rothsay Place, Glenrothes, Fife KY7 5PQ
email: enquiries.communityuse@fife.gov.uk
www.fifedirect.org.uk/fifestyle



fifestyle
application form

Published May 2020

Fife
COUNCIL

www.fifedirect.org.uk/fifestyle

Maintaining a Healthy Lifestyle – QR Web Links

Access therapies - Assertiveness

This two-hour online course provides you with the opportunity to learn what it means to be assertive and ways to become more assertive in your daily life.



Access therapies – Sleep Well

Sleep Well is a two-hour online course that provides you with knowledge and strategies to help reduce sleep problems and improve your sleep quality.



Active Fife

Active Fife has a great team to support you, offering a variety of services and facilities for sporting, recreation and leisure activities across the whole of Fife



Bums off Seats – 01383 602393

Free local health walking opportunities in Fife.



Couch to 5K

NHS Couch to 5K will help you gradually work up to running 5km in just 9 weeks.



Feed your Mind Podcasts

Podcast series of little bursts of information on topics addressing food as a player in overall wellbeing and mental health.



Food and Health

Nutrition and Clinical Dietetics service with specialist dietitians.



Fife Alcohol and Drug Partnership (ADP) – 01592 321321

Whether you're worried about yours or someone else's drug and/or alcohol use, looking for advice, or to access support, their services are here to help.



Fife Coast & Countryside Trust

The Fife Coast and Countryside Trust works for a healthy environment that supports wellbeing and sustains the balance between people and nature.



Fife Sports and Leisure Trust

Fife Sports and Leisure Trust has a range of sports and activities available across Fife to encourage more movement in a way that suits you.



Mind to Mind Videos

If you're feeling anxious, stressed, low, having problems sleeping or dealing with grief.



NHS Inform

NHS Inform is Scotland's national health information service, providing trusted advice and information to support your health and wellbeing.



Pain Talking

Supporting the people of Fife to understand more about the management of pain and what can help those experiencing persistent pain to gain more control over their pain.



Parent Club

Tips and advice you can trust to help with the highs and lows of parenting.



Steps to Deal with Stress

Advice on dealing with stress.



Stop Smoking – 0800 025 3000

Supporting smokers to quit.



Things to try

Information, help and advice for parents and carers to support children and young people's mental health and emotional wellbeing.



Waiting Well

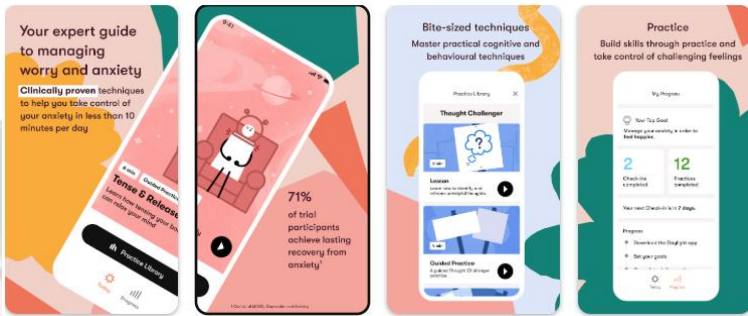
Information to support your health and wellbeing while on a waiting list to see a healthcare specialist or health and social care services.



Maintaining a Healthy Lifestyle – Mobile Apps

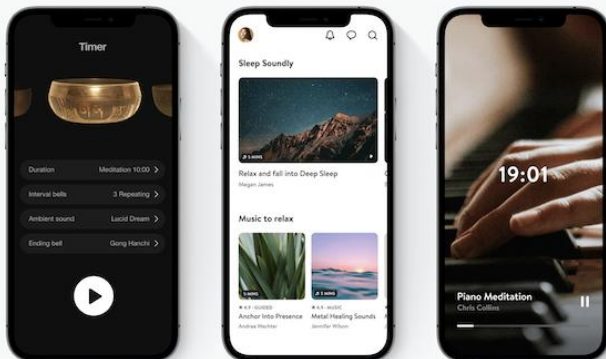
Daylight

Daylight is a digital programme that helps you understand where anxiety comes from, what makes it worse, and how to reduce it for good. All you need is 10 minutes or less per day, on your schedule, from the privacy of your own phone. Funded by NHS, Daylight is free to people living in Fife.



Insight Timer

This free app offers a large library of guided meditations, music, talks, and yoga. It features diverse teachers and languages. Resources support personal well-being, aiding in sleep, stress, and mood. You can explore breathwork, journaling, and live sessions.



Meditation Timer

The world's most loved timer for self-guided meditation

Guided

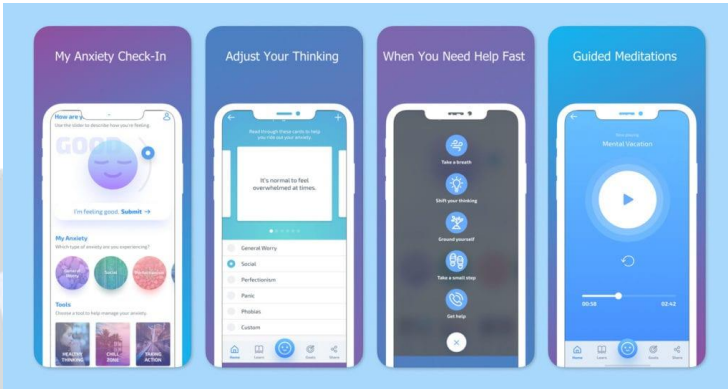
Meditation sessions for sleep, stress, anxiety and more

Music

Tunes to disconnect, from ambient melodies to singing bowls

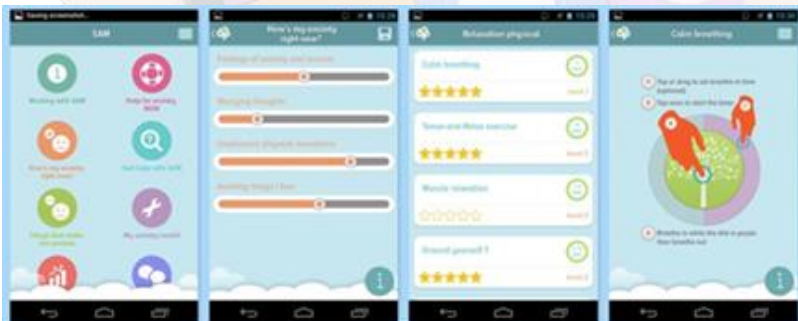
MindShift

A free mental health app designed specifically for teens and young adults with anxiety. Rather than trying to avoid anxious feelings, Mind Shift stresses the importance of changing how you think about anxiety. It can encourage you to take charge of your life, ride out intense emotions, and face challenging situations.



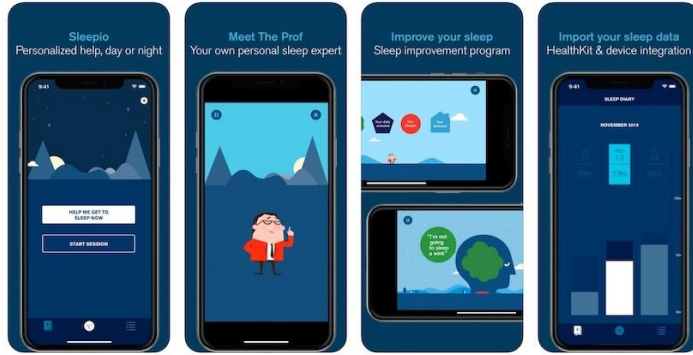
Self-help App for the Mind (SAM)

SAM is great if you're interested in self-help, but meditation isn't your thing. Users are prompted to build their own 24-hour anxiety toolkit that allows you to track anxious thoughts and behaviour over time and learn 25 different self-help techniques. You can also use SAM's "Social Cloud" feature to confidentially connect with other users in an online community for additional support.



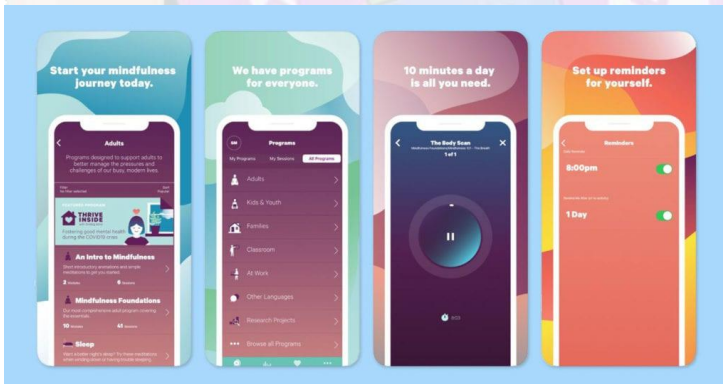
Sleepio

Sleepio incorporates your unique needs to create a customised six-week programme that you complete at your own pace. Each session builds on the last, guiding you step-by-step through methods proven to help you quiet your racing mind, reshape your behaviours, and get better sleep. Funded by NHS, Sleepio is free to people living in Fife.



Smiling Mind

A way to practice daily meditation and mindfulness exercises from any device. Smiling Mind is a unique tool developed by psychologists and educators to help bring balance to your life. This is really helpful during times of stress and is a fun and unique way to help you put a smile on your mind.



Money Confidence

Feeling clear and confident about money can reduce stress and support wellbeing. These tools, tips and services can help you feel more in control of your everyday spending and planning.

Benefit Checker

Use this free and confidential Fife Benefit Checker to find out what money you may be entitled to.



Budget Planner – Money and Pensions Service

This free online tool helps you keep track of your money and suggests ways to improve your finances.



CARF – 03451 400 095

Citizens Advice and Rights fife (CARF) is an independent charity that provides free, confidential, expert advice to help you resolve your problems – no matter what these are.



Community Support Line – 0800 9520330

If you are unable to access information online, Fife Council staff will be able to assist with support or set up a cost of living appointment for you to speak to someone direct.



Cost of Living Support – Our Fife Toolkit

There's lots of help available for those who aren't eligible for any benefits. Some of the support which is offered is universal, meaning anyone can get it.



Cosy Kingdom – 01592 807930

Cosy Kingdom is a free and impartial energy and debt advice service available to all tenants and homeowners across Fife.



Emergency Support

If you are currently struggling to buy food, make a payment or have issues with housing, use this link to access available support



Social Security Scotland – 0800 1822222

Information on a wide range of benefits



Monthly Budget

DATE:

INCOME:

ANY OTHER INCOME:

EXPENSES	BUDGET	ACTUAL	DIFFERENCE
● RENT/MORTGAGE			
● HOUSEHOLD BILLS			
● GROCERIES & CLOTHING			
● TRAVEL			
● ENTERTAINMENT			
● HEALTH & BEAUTY			
● CONTRACTS & SUBSCRIPTIONS			
● OTHER			
TOTAL EXPENSES			

STILL TO PAY	

NOTES

**Control the
Controllables**

do what you can, where you can

Weekly Budget

DATE:

INCOME:

ANY OTHER INCOME:

EXPENSES	BUDGET	ACTUAL	DIFFERENCE
● RENT/MORTGAGE			
● HOUSEHOLD BILLS			
● GROCERIES & CLOTHING			
● TRAVEL			
● ENTERTAINMENT			
● HEALTH & BEAUTY			
● CONTRACTS & SUBSCRIPTIONS			
● OTHER			
TOTAL EXPENSES			

STILL TO PAY	

NOTES

Control the Controllables
do what you can, where you can

Budget Plan

DATE:

INCOME:

ANY OTHER INCOME:

EXPENSES	BUDGET	ACTUAL	DIFFERENCE
●			
●			
●			
●			
●			
●			
●			
●			
●			
TOTAL EXPENSES			

STILL TO PAY	

NOTES

Control the Controllables
do what you can, where you can

Keeping Connected and Staying Connected – QR Web Links and Contacts

Keeping Connected for Adults

A directory of services and useful websites for organisations within Fife and Scotland which offer help and support on a range of issues.

Keeping Connected - Bereavement and Loss

Supporting people through bereavement and what they may experience in the months ahead.

Keeping Connected - Keeping Well

Mental Health services in Fife who can help you maintain or improve your mental health and wellbeing.

You can find these leaflets in most council offices, libraries, job centres and NHS buildings or you can use this QR code for online versions.



Fife Carers Centre

Supporting adult carers with clear information and practical help, while helping them look after their own health and wellbeing.



Fife Council Job Clubs

Community Job Clubs offer access to computers and friendly support to help with job searching, CVs and applications.



Fife Council Supported Employment

A free and confidential employment support service for people living in Fife with disabilities or health issues.



Fife Forum – Making Community Connections in Fife

Voluntary Sector Advice and Information Agency that provides information and advice on issues that affect older people and some adults.



Fife Young Carers

Fife Young Carers supports children and young people who care for someone at home.



Library Services – OnFife

Offering a wide range of activities, from reading groups to Bookbug sessions. You can select books, use public access PCs and other offerings such as photocopying and printing.



Mood Café

Promoting Mental Health from Fife. Information and resources to help you understand and improve your mental health.



#NoWrongPath – DYW Scotland

Aims to demonstrate that many people in interesting job roles across Scotland may not have taken a straight, obvious or traditional path to get there – that there is #NoWrongPath.



On Your Doorstep Fife

Fife Health and Social Care Partnership's community website holds information about care providers, clubs, organisations, groups and activities that are locally available in Fife.



Our Fife

links to information and advice about what's going on in Fife today as well as how we can all work together to improve our community.



Ready Communities

Ready Communities helps people and local groups focus on what they can do to prepare for and respond to emergencies in their area.



The Well – 03451 551500

The Well is a drop-in facility which allows you to speak to Health and Social Care professionals and discuss what's important to you regarding your health and wellbeing.



Take a break

Puzzles can help refocus your mind by requiring you to use your problem-solving skills and creativity. This means they can help distract you from stressful situations.

Colouring in is a healthy way to relieve stress. It calms the brain and helps your body relax. This can improve sleep and tiredness while decreasing body aches, heart rate, respiration, and feelings of depression and anxiety.

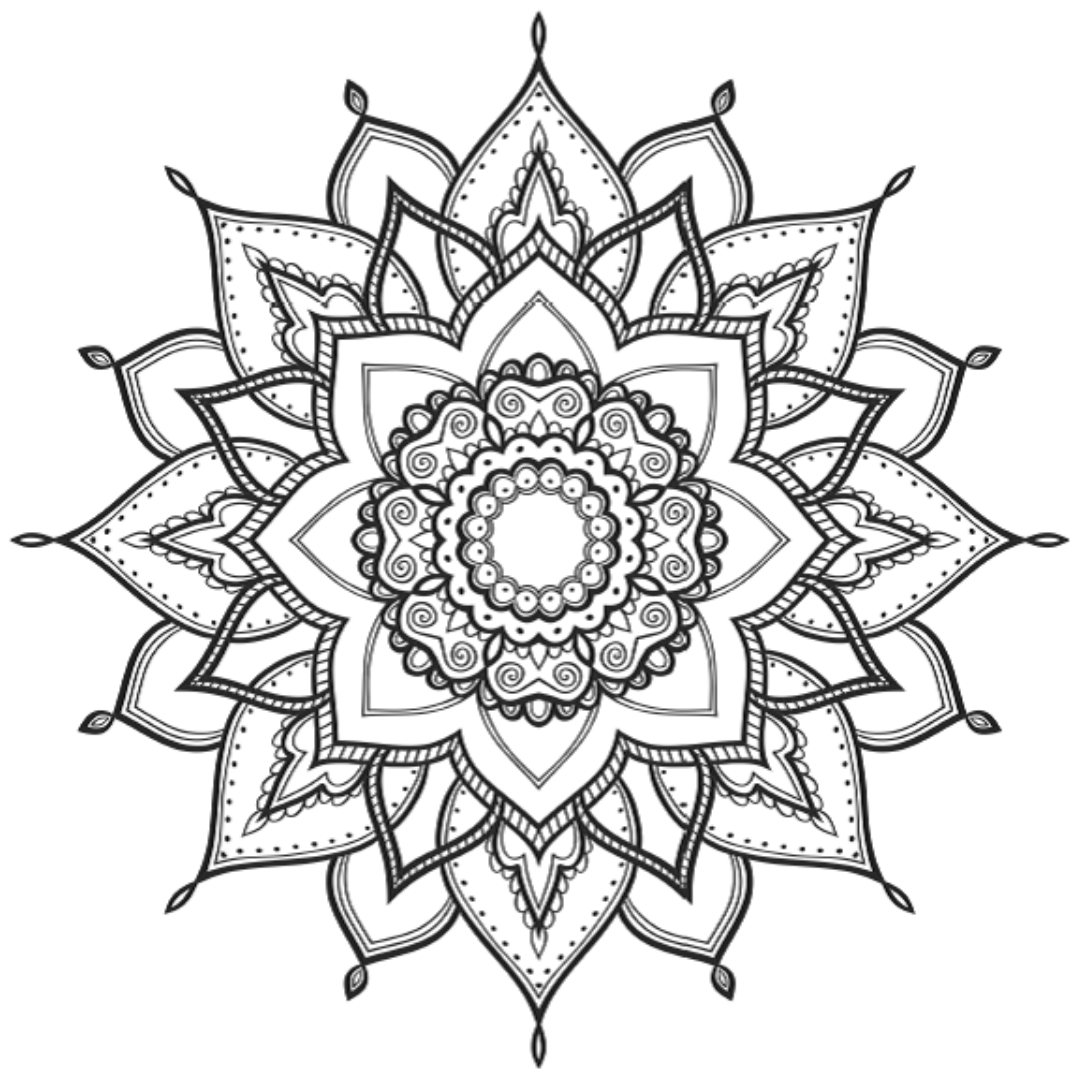
Taking 5 minutes out of your day to pop the kettle on and complete one of these activities will provide lots of wellbeing benefit. Use the draw tool in your PDF viewer to use these pages.

Wordsearch



BUDGETING CARING COMMUNICATE FLEXIBLE KIND LISTENING
MUSICAL OPTIMISTIC ORGANISED TOLERANT

Colour



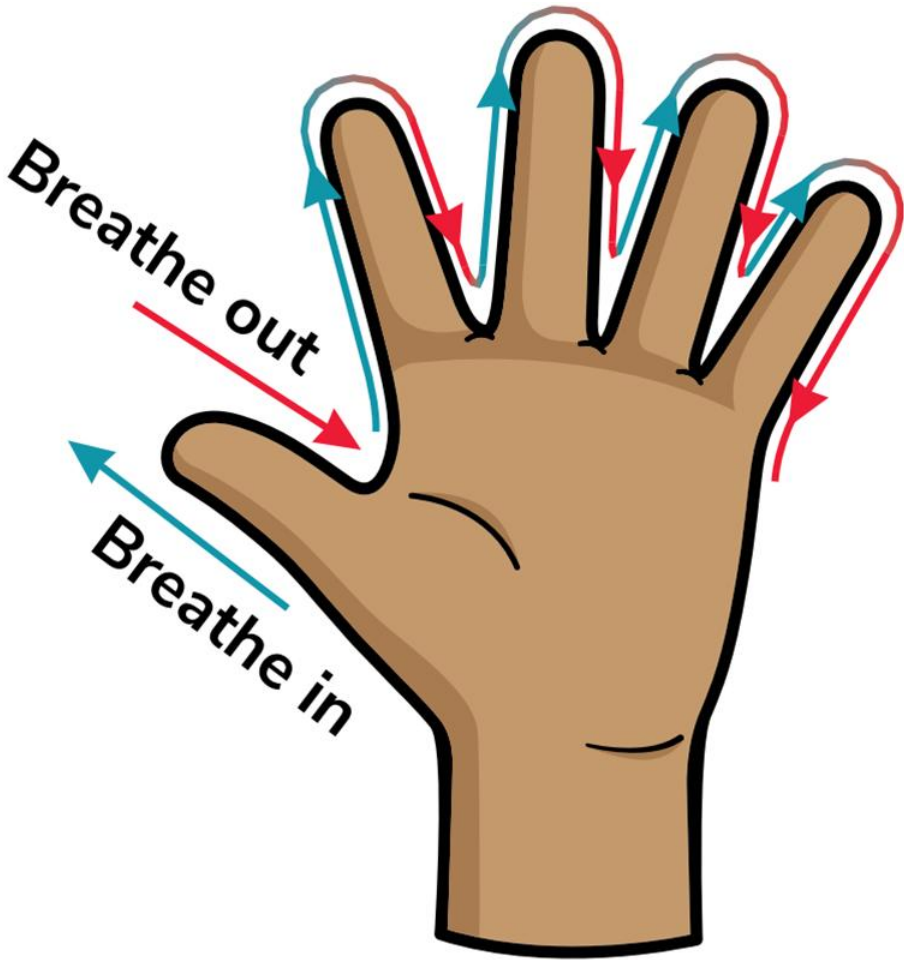


Trace and Breathe

Trace along the rainbow with your finger as you breathe in and out – do this several times.



You can use this technique when out and about by tracing around your fingers... start at the base of your thumb and slowly trace up and over... breathe in... breathe out.



5-4-3-2-1 Mindfulness

List...

- 5 things you can see
- 4 things you can touch
- 3 things you can hear
- 2 things you can smell
- 1 thing you can taste

Time for Reflection

Reflecting and writing things down can help make thoughts clearer and support wellbeing. You don't need to write a lot; a few words, drawings or symbols are enough.

Here are some prompts to get you thinking. You don't need to answer every one, just choose one that feels right for this moment.

What kind words have been said to you?

What are you proud of?

What challenges have you overcome?

What are you excited about?

Where is your favourite place to be?

Reflection continued.

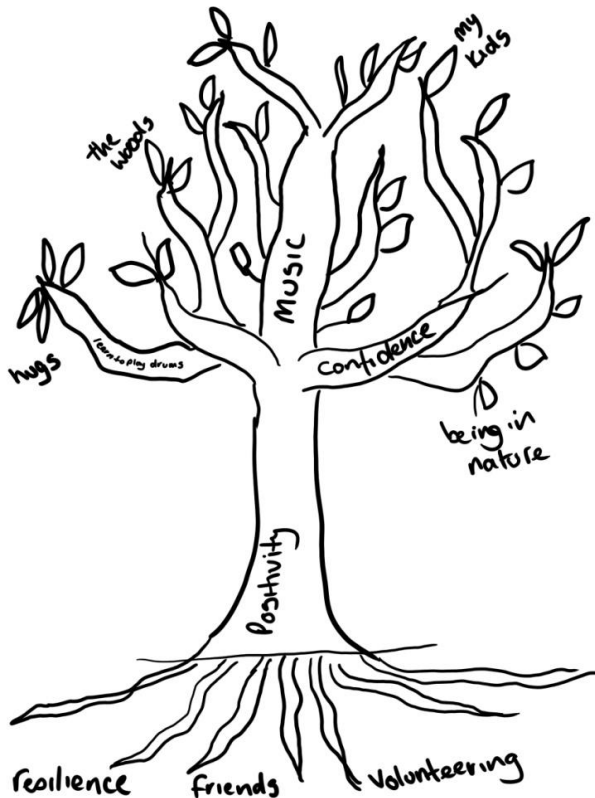
Vision Tree

A Vision Tree is a simple way to think about what supports you and what you'd like more of in your life.

You can draw a tree, use words, symbols, or pictures or simply imagine it.

- **Roots** – what keeps you grounded (values, people, strengths, routines)
- **Trunk** – what supports you day to day (skills, coping tools, habits)
- **Branches** – what you'd like to grow or move towards (hopes, interests, gentle goals)
- **Leaves or Fruit** – things that bring joy or meaning (moments, places, achievements)

There is no right or wrong way to create your tree.



My Vision Tree

This is your space, for your tree - use it however you want to.

Wordsearch Answers



BUDGETING CARING COMMUNICATE FLEXIBLE KIND LISTENING
MUSICAL OPTIMISTIC ORGANISED TOLERANT

My Contacts

Name:	Notes:
Phone:	
Email:	

Name:	Notes:
Phone:	
Email:	

Name:	Notes:
Phone:	
Email:	

Name:	Notes:
Phone:	
Email:	

Name:	Notes:
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Name:	Notes:
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Email:	

Name:	Notes:
Phone:	
Email:	

Name:	Notes:
Phone:	
Email:	

Name:	Notes:
Phone:	
Email:	

Space for thoughts or doodles

Please share your thoughts on this toolkit by completing this quick evaluation. As a thank you we will send you a **FREE** swim pass to use at any Fife Sports and Leisure Centre pool.



Redeveloped by

- DWP (Department for Work & Pensions)
- Fife Council – Active Communities
- Fife Council – Community Learning & Development
- Fife Health & Social Care Partnership – Health Promotion
- Fife Health & Social Care Partnership – The Well
- Fife Voluntary Action – Lived Experience Team
- Fife Health & Social Care Partnership – Community Nursing
- Fife Health & Social Care Partnership – Psychology

With thanks to everyone involved in helping this resource to grow

NHS Fife provides accessible communication in a variety of formats including for people who are speakers of community languages, who require Easy Read versions, who speak BSL, read Braille or use audio formats.

NHS Fife SMS text service number **0780 580 0005** is available for people who have a hearing or speech impairment.

To find out more about accessible formats contact:
fife.equalityandhumanrights@nhs.scot or phone **01592 729130**.

We review our resources frequently to ensure information is accurate and up to date. If you experience any difficulties with the content, please get in touch: fife.infocentre@nhs.scot

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