## World Sleep Day 2019

Completing a week of activities to raise awareness of World sleep day will allow employees to gain a clearer understanding of actions they can take to improve their sleep as they learn about fatigue and the impact on performance. Each day will have a different focus, a social campaign for Clockwork and Baines Simmons will run during the week. Consisting of tips, and links to clockwork papers and services.

## Planned Activity

Every morning at the start of the working day all employees will receive an email related to each topic of the day featuring information, insights and tips on how to improve sleep quality.

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|  | **Monday**  Employees will find a sleep kit on their desks;  - Download sleep app  - AirPartner branded sleep mask  - ear plugs  - herbal teas  - sleeping tips (via email sent to all group)  **Tuesday – Caffeine**   * Based on your caffeine intake the previous day fill in the caffeine calculator –depending on results make a conscious effort to reduce caffeine intake by switching your coffees and teas for a herbal tea. A new selection will be supplied during the week. * Caffeine tips, on timing and consumption (via email to all group)   **Wednesday – Midweek Power nap**   * Discuss the results of having a lower intake of caffeine – did people have a better quality sleep? * Between 12-3 book 20 minute slots for a nap. Optimise the Aldrin room at Fairoaks as a designated napping area. Encourage people to bring in a blanket, jumper, neck pillow etc. Set an alarm, get comfy and switch off/nap/time out from staring at the screen * Issue out napping infographic with napping tips (via email)   **Thursday – Meditation**   * At 10am & 4pm we will hold a group meditation session * Executing breathing and relaxation techniques * Meditation info & tips (via email)   **Friday – “Pub quiz”**   * “What have you learned this week?” * Prizes – sleeping socks, candles ,tea, biscuits, chocolates * 3 to 4 rounds of 8 Questions * Video/ picture/ fun rounds * Run via webinar to allow AP offices to join in   Topics: Impact of fatigue on performance   * Optimal sleep time dependant on individual * circadian rhythms * What actions can be taken to improve sleep * Impacts of caffeine intake * Napping tips * meditation |