

Sort it out

A way to help you solve your problems


I wish I had a job
I wish I had more to do
I am bored
Arguing with other people
Stop bullying me
I don't have enough money
Feeling lonely
My health is bad

Sorting problems out

We all have problems to sort out.
Each day something new happens.
It can be a small problem, like
choosing what clothes to wear.
Or it can be a bigger problem,
like not having anyone to go out
with at the weekend.

James' problem

James owes his sister money. He does not have the money to give her. His sister will be angry. It is difficult to know what to do.

Every problem is different. Some problems are easy to sort. Others are more difficult. When we have problems we can feel bad. This booklet is to help you sort out your problems.

Types of Problems

Have you had any of these problems?

	Yes ✓	No ✗
Falling out with a friend	✓	✗
Being left out	✓	✗
Feeling that people don't listen to you	✓	✗
Being bullied	✓	✗
Feeling bored	✓	✗
Feeling lonely	✓	✗
Money problems	✓	✗
Something is broken in your house	✓	✗
Getting help when you are unwell	✓	✗

How do you sort your problems out now?

Sorting Out Problems

Having problems can make us feel down. We can learn how to sort out problems using 5 steps.

Try these 5 steps to sorting out problems:

1. **Decide what the problem is**
2. **Think of some ideas to deal with the problem**
3. **Choose one idea**
4. **Give it a go and see what happens**
5. **Check if your idea worked**

The 5 steps can help to sort out any problem.

Step 1: Choose a problem

When we feel down our problems seem bigger.

A problem can be hard to sort out alone. Ask someone you trust for help. Choose someone to talk to about the problem. It could be a family member, a friend or worker. Explain the problem.

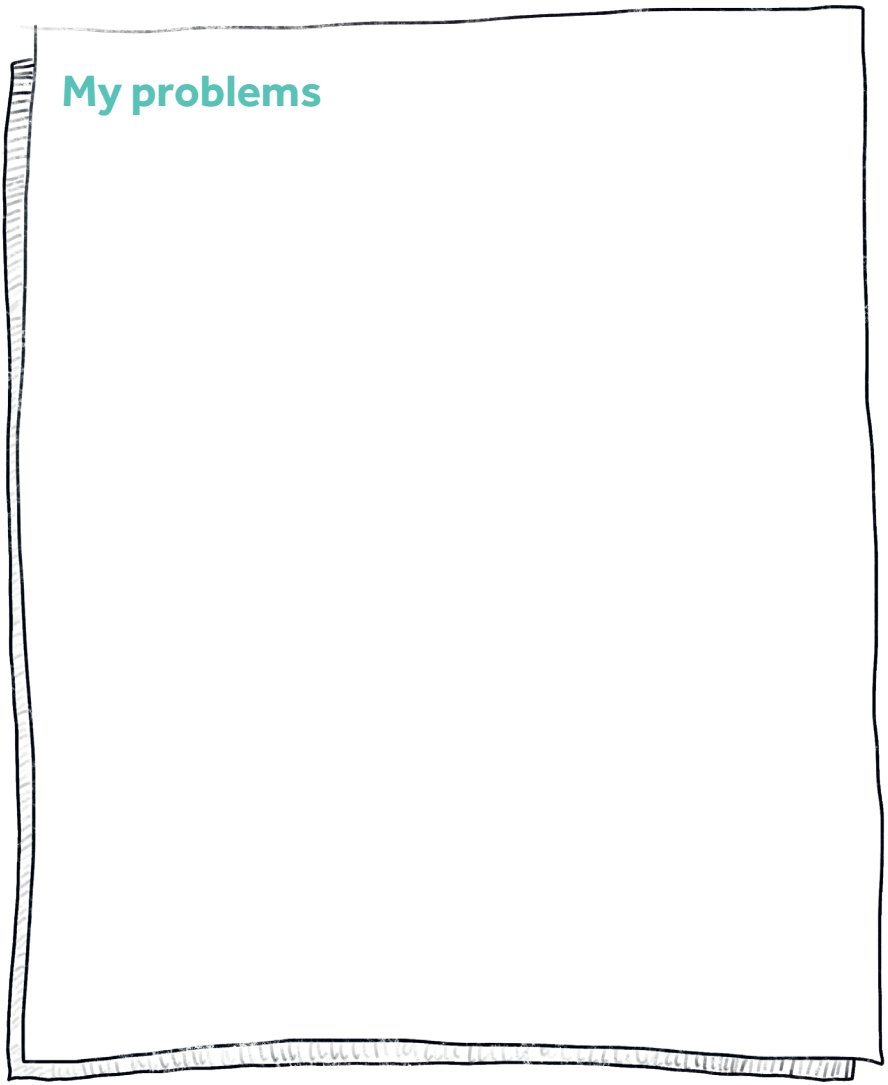
Let's look at Sarah's problem

Sarah used to volunteer three times a week at a charity shop. But Sarah can only go for two days a week now because there are more volunteers. This means that Sarah misses her friends at the charity shop. The same happened at her art club. She only has one afternoon there instead of two. Sarah misses having more to do. She misses not seeing some of her friends. Sarah has been sleeping in late most days because she only needs to get up one morning to go to work. She hates when she's got nothing to do and ends up watching TV for most of the day.



Now it is your turn.

What problems do you have now? Write them down or draw them in the box.



Step 2: Think of some ideas to sort the problem

It helps to talk about your problem with someone. You might meet with your support worker or a friend or family member.

You can come up with some ideas together about what to do. It might be difficult to think of ideas at first. Keep trying though. Any ideas are helpful. It doesn't matter what the idea is.

Let's look at what Sarah came up with to help her get out of bed in the morning and to find things to do during the day.

Idea 1

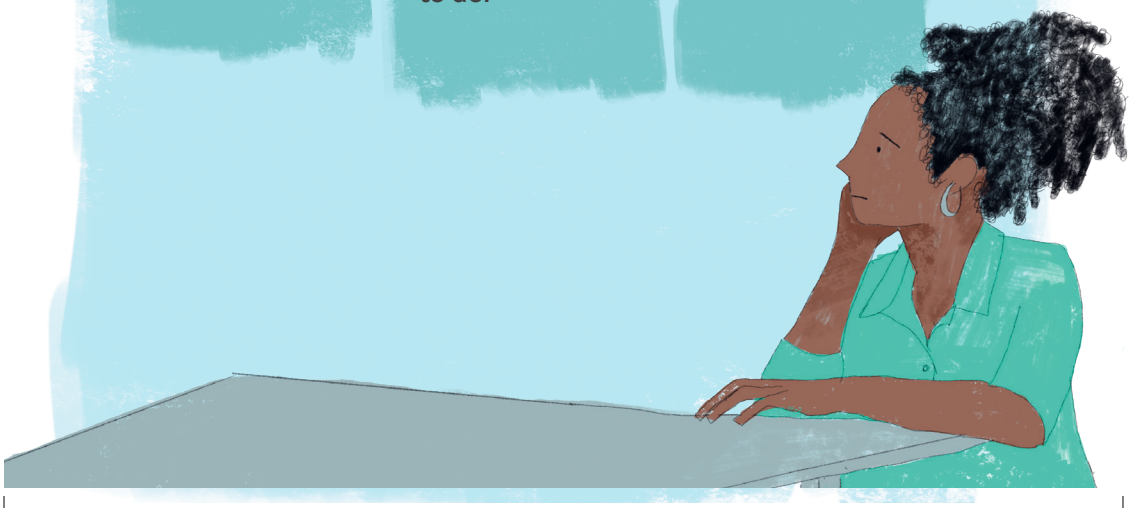
Get someone to ring me every morning to wake me up.

Idea 2

Get help to do more of my own cooking so that I have something to do.

Idea 3

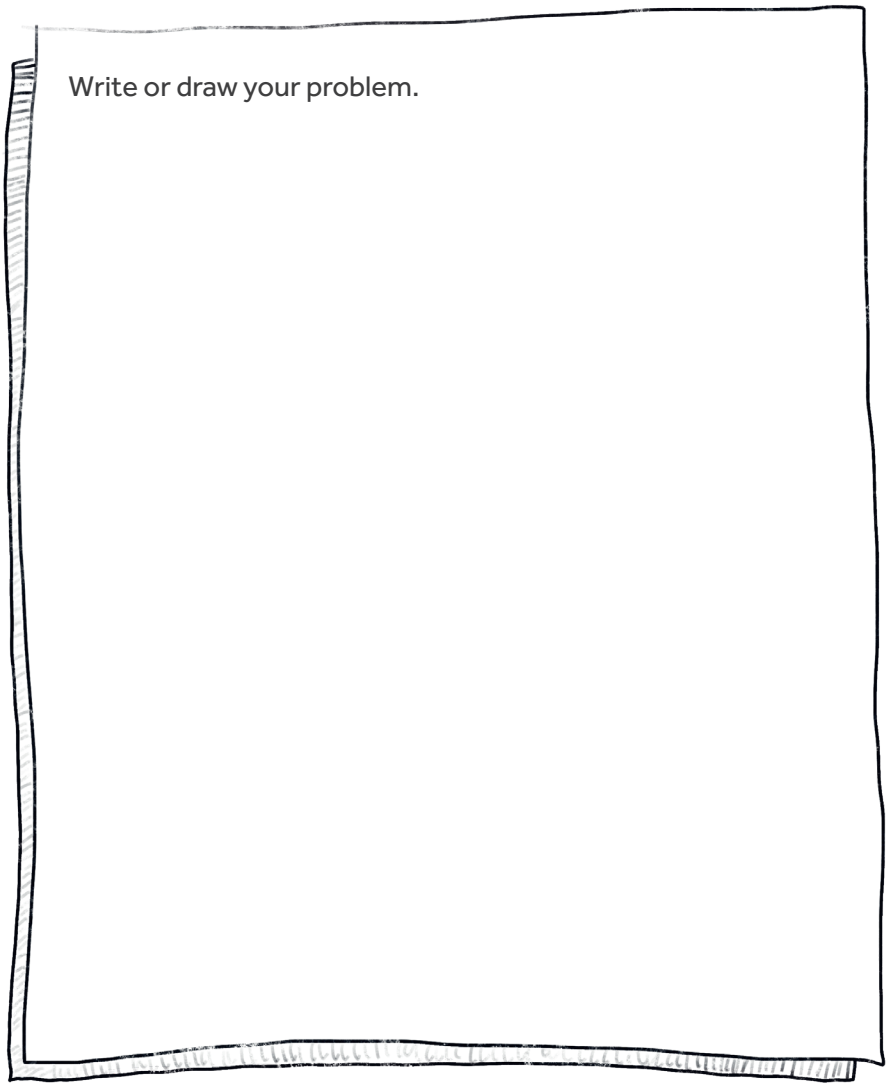
Make a plan of things to do every day so that I'm not so bored.



Your turn.

Remember, any ideas are helpful.

Now we can try to sort out one of your problems. Choose one you want to try and sort out. To start, choose a small problem. You can sort out bigger problems later.



Try to think of 3 ideas to sort it out.

What is your problem?

Idea 1

Idea 2

Idea 3

Step 3: Choose one idea to try

Talk about the ideas. What are the good things about each idea? Is there anything that makes an idea difficult?

Let's look at Sarah again. She wrote down what she thought about each idea.

Idea	Good Things	Difficult Things
1. Get someone to call me every morning at the same time	It will help me get up in the morning. Someone to speak to every day.	The person might forget to phone me.
2. Do more cooking	Fun. Like eating nice food. I could eat more healthily.	More work. Need to be more organised.
3. Make a plan of things to do each day	Help me organise my day. Give me things to do every day.	Might find it hard to think of things to do. Not quite sure how to make a plan.

Now it's your turn.

Use the boxes below to write down the good and difficult things about each of your ideas.

Idea	Good Things	Difficult Things

Choose the idea you think is best to sort out your problem.

Step 4: Give it a go

Now it is time to try your idea out. Make a plan of what you are going to do.

Try and break the plan into small parts. Put your plan into action. See if it works.

If your plan works it will help sort out your problem. Sorting out your problems helps you feel better.

Sarah chooses the idea about making a plan of things to do each day.

Sarah's plan:

Part 1:

Talk to Julie, my support worker, on the phone. Ask her to help me to make a list of things I like to do.

Part 2:

Get Julie to help me pick out the things I would most like to do to keep me busy.

Part 3:

Make a plan with Julie. Get her help to make a timetable of things to do during the day. Plan to try out the timetable next week.

Your turn again

Make a plan of what you are going to do. Try and break the plan into small parts. Look back at the 3 parts in Sarah's plan on page 12.

My plan:

Part 1

Part 2

Part 3

Well done, you have done a lot of work. Now it is time to put your plan into action. See if it works.

Step 5: Did it work?

Remember to check if your idea worked. Is your problem sorted out? You should feel better if it is.

How did Sarah get on?

Sarah and Julie talked on the phone and together they made a timetable for Sarah to follow for the week. They made a plan of things to do every day. Sarah felt happy. She had taken the first step to sorting out her problem.

Sometimes our ideas do not work. That is OK. The important thing is to keep going. Have another shot at sorting your problem out. How did Sarah manage to keep going?

Sarah had found it difficult to stick to the timetable. She was still sleeping in some days. She just went back to sleep after her wake up call. Julie and Sarah talked about it. They decided it would be better for Sarah to use the alarm on her phone to get her up. Then she could call Julie to chat.

Sarah and Julie also decided there were too many things on Sarah's timetable. Sarah was finding it too much and a bit confusing. They made a new timetable with less activities in it. Once Sarah feels more confident about doing these activities she can add more things to do.



My plan did not work

Sometimes our ideas do not work. That is OK.

The important thing is to keep going. Have another shot at sorting your problem out.

If your idea did not work, see if these things help:

- **Talk about why the idea did not work**
- **Choose another idea from your ideas list**
- **Try the same idea again, but make a new plan**
- **Think of some new ideas and make another list**



It helps to break a difficult problem into smaller bits. Use the 5 steps to sort out each bit. Look back at the problem you chose. Can you break it down into smaller parts?

If your plan didn't work, write your new plan.

My new plan

If your plan worked then write down what you're going to do next.







This booklet was produced by
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