

Sleep Hygiene Worksheet

Name: _____ Date: _____

I. Introduction to sleep hygiene

What is sleep hygiene?

Sleep hygiene refers to the set of practices and habits that promote consistent, restful, and high-quality sleep. Maintaining good sleep hygiene can help regulate your internal body clock, reduce sleep disturbances, and improve overall physical and mental health.

Why does sleep hygiene matter?

- **Improved physical health:** Quality sleep supports immunity, heart health, and energy levels.
- **Better mental clarity:** Sleep improves focus, memory, and decision-making.
- **Emotional well-being:** Restorative sleep is key to managing stress and emotions.
- **Productivity and performance:** Consistent sleep enhances daily functioning and productivity.

Key components of sleep hygiene

- **Consistent schedule:** Go to bed and wake up at the same time every day.
- **Sleep environment:** Keep your bedroom cool, dark, quiet, and comfortable.
- **Pre-sleep routine:** Engage in relaxing, screen-free activities before bed.
- **Healthy habits:** Avoid caffeine, alcohol, and heavy meals close to bedtime.
- **Daytime behaviors:** Exercise regularly and limit naps to short durations.

By understanding and improving your sleep hygiene, you can create an environment and lifestyle that promotes better sleep and overall well-being.

II. Sleep diary

A sleep diary is a valuable tool to track your sleep patterns and identify habits or behaviors that may impact your rest. By completing this diary daily, you can gain insights into factors affecting your sleep quality and energy levels.

Instructions:

For the next 7 days, record the following details each morning in the table below. Be as accurate and detailed as possible. Use the comments section to note any unusual occurrences (e.g., stress, naps, or diet changes).

Date	Bedtime	Time to fall asleep	Wake-up time	Nighttime awakenings (number)	Total sleep (hours)				
Sleep quality (1-10): 1 being the lowest, 10 being the highest									
1	2	3	4	5	6	7	8	9	10

Daytime energy (1-10): *1 being the lowest, 10 being the highest*

1 2 3 4 5 6 7 8 9 10

Comments:

Date	Bedtime	Time to fall asleep	Wake-up time	Nighttime awakenings (number)	Total sleep (hours)

Sleep quality (1-10): *1 being the lowest, 10 being the highest*

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Comments:									

III. Action plan to improve your sleep

Step 1: Analyze your habits

Good quality sleep at night starts with having healthy habits in the daytime. Take a minute to identify what habits you want to focus on improving and which habits are holding you back from quality sleep at night.

Healthy habits to develop
I want to focus on developing the following healthy daytime habits to improve my sleep hygiene (e.g., consistent exercise, balanced diet, practicing relaxation techniques like mindfulness or deep breathing):

Unhealthy habits to reduce

I want to reduce or eliminate the following unhealthy habits that may be impacting my sleep quality (e.g., limit caffeine or alcohol consumption, avoid long or late naps, reduce screen time close to bedtime):

Step 2: Create a sleep schedule

A consistent sleep schedule helps regulate your body clock and keeps it in its natural rhythm. Take a moment to plan your sleep schedule based on your daily routine and write it down here:

I will go to bed at: _____ I will wake up at: _____

Step 3: Optimize your sleeping environment

Your bedroom environment has a significant impact on the quality of your sleep. A space that is dark, cool, quiet, and comfortable promotes better rest and helps your body relax.

Ask yourself the following:

- Is my bedroom dark enough?
- Is my bedroom cool and well-ventilated?
- Is my bedroom quiet?
- Is my bedroom comfortable?

If any of these criteria are not met, consider what changes you can make to improve your sleep environment.

Step 4: Optimize your night-time routine

A consistent and calming night-time routine is essential for signaling to your body that it's time to relax and prepare for sleep. Use this step to design a routine tailored to your needs, incorporating relaxing activities and avoiding common disruptors.

Step 5: Set sleep goals

Based on your habits, set clear and actionable goals for improving your sleep. These goals should address negative habits and reinforce positive ones.

Examples of sleep hygiene goals

- **Caffeine:** "I will stop drinking coffee after 12 PM to prevent it from affecting my sleep."
- **Relaxation techniques:** "I will practice 5 minutes of deep breathing to calm my mind before bed."

Goal 1: _____

Goal 2: _____

Goal 3: _____

IV. When life happens: Preparing for sleepless nights

Even with the best sleep hygiene and routines, there will be nights when stress, excitement, or unforeseen events keep you awake. It's important to have a plan in place for these moments to reduce frustration and help you fall asleep more easily when the opportunity arises.

What will you do if you can't sleep?

Take a moment to write down your plan for sleepless nights. Use the ideas below for inspiration:

- Get out of bed after about 20 minutes if you're still awake. Move to a quiet, dimly lit area.
- Engage in a calming activity, such as:
 - Light reading (non-work-related or non-thrilling content)
 - Journaling to organize your thoughts or worries
 - Gentle yoga or stretching
 - Listening to soothing music or nature sounds
 - Meditation or deep breathing exercises to relax your mind and body
- Avoid screens or clocks, as they can overstimulate your brain and increase anxiety about not sleeping.
- Return to bed only when you feel drowsy, to reinforce the association between your bed and sleep.

Write your own plan here:

Final takeaways: Tips for better sleep hygiene

Use these additional tips to reinforce good sleep hygiene and maximize your efforts for better sleep:

- **Keep evenings low-key:** Avoid stimulating conversations, debates, or high-energy activities late in the evening. Opt for calming interactions or solo time to unwind.
- **Expose yourself to morning light:** Natural light exposure shortly after waking helps regulate your circadian rhythm, making it easier to feel alert during the day and sleepy at night.
- **Limit fluid intake before bed:** Reduce how much you drink 1–2 hours before bedtime to minimize nighttime awakenings caused by trips to the bathroom.
- **Establish a “sleep buffer zone”:** Spend the hour before bed transitioning from the day to a calm state. Create a mental boundary between daytime stress and nighttime rest.
- **Set clear boundaries for work and relaxation:** Avoid working too late or taking work into the bedroom. Maintaining clear boundaries reinforces your bedroom’s association with rest.
- **Embrace consistency over perfection:** Prioritize regular habits, but don’t stress over occasional disruptions. A single night of poor sleep doesn’t undo progress—just return to your routine the next day.