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Mental Health & Wellbeing

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This workbook has been created by Safe Haven Connect CIC to provide general mental health information, self-help guidance and wellbeing activities.

The information in this workbook is for educational and self-help purposes only. It is not a substitute for professional medical advice, diagnosis or treatment.

Safe Haven Connect CIC is not a healthcare provider, and this workbook should not be used to diagnose or treat any mental health condition.

If you are concerned about your mental or physical health, please speak to your GP or another qualified healthcare professional.

If you feel you or someone else is at immediate risk of harm, contact your local emergency services or an appropriate crisis support service immediately.

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PAGE 1 – Understanding Overthinking

 What is overthinking?

Overthinking is when your mind becomes stuck on worries, decisions or past events.

It can make small problems feel much bigger and leave you feeling mentally exhausted.

Learning to recognise overthinking is the first step towards breaking the cycle.

Common signs

- ☐ Replaying conversations
- ☐ Worrying about the future
- ☐ Thinking about "what if" situations
- ☐ Difficulty making decisions
- ☐ Struggling to switch off
- ☐ Trouble sleeping
- ☐ Feeling mentally exhausted
- ☐ Constant self-criticism
- ☐ Difficulty relaxing
- ☐ Feeling overwhelmed

Reflection

What do you overthink most?

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PAGE 2 – My Overthinking Triggers

Understanding what triggers your overthinking can help you manage it.

 My common triggers

- ☐ Stress
- ☐ Relationships
- ☐ Work
- ☐ Money
- ☐ Health
- ☐ Social situations
- ☐ Family
- ☐ Making decisions
- ☐ Change
- ☐ Other

♥ My biggest trigger is...

♥ One thing I can control

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PAGE 3 – Breaking the Thought Cycle

When you notice yourself overthinking, pause and ask yourself these questions.

♥ Is this happening right now?

☐ Yes

☐ No

♥ Can I control it?

☐ Yes

☐ No

♥ If yes, what's one small action I can take?

♥ If no, what can I let go of today?

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PAGE 4 – Recognising Thought Traps

Overthinking is often fuelled by unhelpful thinking patterns called thought traps.

Learning to spot them can help you respond in a calmer, more balanced way.

♥ Which thought traps do I recognise?

- ☐ Expecting the worst
- ☐ Thinking in black and white
- ☐ Assuming I know what others think
- ☐ Blaming myself for everything
- ☐ Focusing only on the negatives
- ☐ Feeling I must be perfect
- ☐ Replaying past mistakes
- ☐ Other

♥ Which thought trap affects me most?

♥ A more balanced way to think

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PAGE 5 – Letting Go of "What If?"

Overthinking often starts with questions like...

"What if something goes wrong?"

Instead, try asking...

"What if things work out?"

♥ My biggest "What if?" thought

♥ What's the most realistic outcome?

♥ What can I do if it happens?

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PAGE 6 – Giving My Mind a Break

A busy mind needs regular breaks.

Taking just a few minutes to slow down can help interrupt the cycle of overthinking.

♥ Today I will...

- ☐ Take five slow breaths.
- ☐ Go for a short walk.
- ☐ Listen to calming music.
- ☐ Read for 10 minutes.
- ☐ Stretch my body.
- ☐ Spend time in nature.
- ☐ Put my phone away.
- ☐ Sit quietly with a hot drink.
- ☐ Practice mindfulness.
- ☐ Rest without guilt.

♥ Which activity helped me the most?

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PAGE 7 – My Daily Reflection

Take a few minutes to check in with yourself.

♥ Today I overthought about...

♥ One thing I handled well

♥ One thing I'll let go of today

♥ One positive thought before bed

♥ Remember

Not every thought deserves your attention.

Thoughts are not always facts.

You don't have to solve every problem today.

Take one breath.

Take one step.

Choose peace over perfection.

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PAGE 8 – Learning to Pause

Overthinking often makes us react immediately.

Taking a short pause gives your mind time to slow down and think more clearly.

♥ When I notice myself overthinking, I will...

- ☐ Stop for a moment.
- ☐ Take five slow breaths.
- ☐ Ask myself if this thought is helpful.
- ☐ Focus on what I can control.
- ☐ Be kind to myself.
- ☐ Continue with one small task.

♥ My reminder to pause

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PAGE 9 – Separating Facts From Thoughts

Not every thought is true.

Sometimes our minds imagine the worst without evidence.

♥ My worrying thought

♥ What are the facts?

♥ What would I say to a friend with this thought?

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PAGE 10 – Taking Positive Action

Overthinking keeps us stuck.

Action helps us move forward.

♥ Today I will...

☐ Complete one small task.

☐ Make one decision.

☐ Go for a walk.

☐ Speak to someone.

- ☐ Put my phone away.
- ☐ Spend time outdoors.
- ☐ Do something I enjoy.
- ☐ Celebrate finishing one task.
- ☐ Let one worry go.
- ☐ Practice gratitude.

♥ One action I'll take today

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PAGE 11 – Weekly Reflection

Take a moment to recognise your progress.

♥ This week I worried less about...

♥ Something that helped calm my mind

♥ One thing I'm proud of

♥ My goal for next week

♥ Remember

You don't have to believe every thought that enters your mind.

You can choose where to place your attention.

Every time you let go of one unnecessary worry, you create more space for calm, confidence and peace.

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PAGE 12 – Worry Time

Instead of worrying all day, set aside a short "worry time" each day.

This helps train your mind that worries don't need your attention all the time.

♥ My worry today

♥ Can I do something about it?

☐ Yes

☐ No

♥ If yes, my next small step is...

♥ If no, I'll let it go for today.

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PAGE 13 – Calming My Busy Mind

A busy mind needs moments of quiet.

♥ Today I will...

☐ Take five slow breaths.

☐ Sit quietly for five minutes.

☐ Listen to calming music.

- ☐ Go outside.
- ☐ Read a book.
- ☐ Stretch gently.
- ☐ Drink a glass of water.
- ☐ Put my phone away.
- ☐ Focus on one task at a time.
- ☐ Be patient with myself.

♥ Which activity helped me most?

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PAGE 14 – My Thought Journal

Writing thoughts down can stop them going around in circles.

♥ What am I thinking about?

♥ How does this make me feel?

♥ What would I say to a friend?

♥ One balanced thought

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PAGE 15 – Weekly Reflection

Take a few moments to look back on your week.

♥ This week I managed my thoughts by...

♥ One thing that helped me

♥ One thing I learned about myself

♥ My goal for next week

♥ Remember

Your thoughts are just one part of your experience—they don't define who you are.

You don't have to solve every problem today.

Take one breath.

Take one step.

Choose progress over perfection.

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PAGE 16 – Accepting Uncertainty

One of the biggest causes of overthinking is wanting certainty.

The truth is, no one can predict everything that will happen.

Learning to accept uncertainty can help bring peace of mind.

♥ Things I cannot control

♥ Things I can control

☐ My attitude

☐ My choices

☐ My actions

☐ How I care for myself

☐ Asking for help

☐ Taking one small step

☐ How I respond to challenges

♥ One thing I'll focus on today

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PAGE 17 – Making Decisions

Overthinking can make even simple decisions feel difficult.

Remember, most decisions don't have to be perfect—they just need to be good enough.

♥ A decision I'm avoiding

♥ What are my options?

♥ What's one small step I can take?

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PAGE 18 – My Daily Calm Checklist

Small daily habits can help quiet an overactive mind.

♥ Today I...

☐ Took slow, deep breaths.

☐ Drank enough water.

☐ Went outside.

☐ Moved my body.

- ☐ Took a break.
- ☐ Limited screen time.
- ☐ Talked to someone.
- ☐ Did something I enjoy.
- ☐ Let go of one worry.
- ☐ Spoke kindly to myself.

♥ The habit that helped me most

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PAGE 19 – Looking Forward

Recovery from overthinking isn't about stopping every thought.

It's about learning which thoughts deserve your attention.

♥ Looking ahead...

One habit I'll continue

One thing I'll worry about less

One promise I'll make to myself

♥ Remember

You don't have to figure everything out today.

You don't need all the answers.

Take one breath.

Take one step.

Trust yourself to handle tomorrow when it comes.

Peace grows when we stop fighting every thought. ♥

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**PAGE 20 – Letting Go of the Need for
Perfection**

Overthinking often comes from believing everything has to be perfect.

The truth is, **progress is more important than perfection.**

Making mistakes is part of learning and growing.

Today I give myself permission to...

- ☐ Make mistakes.
 - ☐ Learn as I go.
 - ☐ Ask for help.
 - ☐ Change my mind.
 - ☐ Take breaks.
 - ☐ Be myself.
 - ☐ Do my best instead of being perfect.
 - ☐ Celebrate progress.
-

One expectation I want to let go of

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PAGE 21 – Quieting My Inner Critic

Sometimes the loudest voice we hear is our own.

Learning to speak kindly to yourself can reduce overthinking and build confidence.

 **My inner critic says...**

 **A kinder response would be...**

 **One encouraging sentence I'll remember**

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PAGE 22 – My Calm Toolkit

Create your own list of things that help calm your mind when overthinking starts.

 **My Calm Toolkit**

- ☐ Deep breathing
- ☐ Going for a walk
- ☐ Listening to music
- ☐ Reading
- ☐ Journaling
- ☐ Talking to someone
- ☐ Spending time in nature
- ☐ Meditation
- ☐ Stretching
- ☐ Drinking water

☐ Other

 My three favourite coping tools

1.

2.

3.

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PAGE 23 – My Recovery Reflection

Take a moment to recognise how far you've come.

 Since starting this workbook...

I have learned...

I now understand...

One thing I'll continue practising...

Remember

You don't have to solve every problem.

You don't have to predict the future.

You don't have to be perfect.

Take one thought at a time.

Take one step at a time.

And remember...

A calmer mind begins with one small choice. 

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PAGE 24 – Living in the Present

Overthinking often pulls us into the past or pushes us into the future.

Peace is usually found by focusing on right now.

 Right now I can...

- ☐ Take a slow breath.
- ☐ Feel my feet on the floor.
- ☐ Listen to the sounds around me.
- ☐ Notice five things I can see.
- ☐ Stretch my body.
- ☐ Drink a glass of water.
- ☐ Focus on one task.

☐ Remind myself I am safe.

♥ What do I notice in this moment?

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PAGE 25 – Breaking the Worry Habit

Worrying for hours rarely changes the outcome.

Taking one small action is often more helpful than endless thinking.

♥ My current worry

♥ Can I do something about it?

☐ Yes

☐ No

♥ If yes, my first step is...

♥ If no, I choose to let it rest for today.

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PAGE 26 – My Daily Wins

When we overthink, we often overlook what we've done well.

Celebrate every success, no matter how small.

♥ Today I...

- ☐ Finished a task.
- ☐ Looked after myself.
- ☐ Took a break.
- ☐ Asked for help.
- ☐ Spent time outside.
- ☐ Made a decision.
- ☐ Let go of one worry.
- ☐ Spoke kindly to myself.
- ☐ Smiled today.
- ☐ Kept going.

♥ My biggest achievement today

♥ How did this make me feel?

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PAGE 27 – Looking Ahead

Overthinking becomes quieter when we trust ourselves more.

You don't need to have every answer today.

♥ Looking ahead...

One thing I will keep practising

One worry I will let go of

My message to my future self

♥ Remember

You don't have to think your way out of every situation.

Sometimes the kindest thing you can do is pause, breathe and take the next small step.

Trust yourself.

Be patient with yourself.

Your mind deserves peace just as much as your body deserves rest. ♥

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PAGE 28 – Taking Back Control

Overthinking can make you feel as though your thoughts are in charge.

The truth is, you have the ability to choose where you place your attention.

Small actions help you regain a sense of control.

♥ Today I can control...

☐ My breathing.

☐ My attitude.

☐ My actions.

☐ How I speak to myself.

- ☐ Taking a break.
- ☐ Asking for help.
- ☐ Looking after my wellbeing.
- ☐ Focusing on one task at a time.

♥ One thing I'll focus on today

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PAGE 29 – My Personal Strengths

Overthinking often makes us forget our strengths.

Take a moment to recognise the qualities that help you through difficult times.

♥ I am...

- ☐ Kind
- ☐ Patient
- ☐ Honest
- ☐ Caring
- ☐ Brave
- ☐ Resilient
- ☐ Creative

- ☐ Loyal
- ☐ Compassionate
- ☐ Determined
- ☐ Helpful
- ☐ Thoughtful
- ☐ Other

♥ Three strengths I'm proud of

1.

2.

3.

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PAGE 30 – My Calm Routine

A daily routine can help quiet a busy mind.

♥ Every day I will try to...

- ☐ Wake up at a regular time.
- ☐ Drink enough water.
- ☐ Spend time outdoors.
- ☐ Move my body.
- ☐ Practice slow breathing.
- ☐ Limit screen time.
- ☐ Do something I enjoy.
- ☐ Go to bed at a regular time.
- ☐ Be kind to myself.
- ☐ Celebrate one small success.

♥ My daily wellbeing goal

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PAGE 31 – My Journey So Far

Take a moment to recognise your progress.

♥ Since starting this workbook...

I have learned...

I am proud because...

I will continue to...

♥ Remember

Overthinking doesn't disappear overnight.

It becomes quieter every time you choose action over worry, kindness over criticism and peace over perfection.

Every small step counts.

You are stronger than your thoughts, and you are capable of finding calm. ♥

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PAGE 32 – Learning to Trust Yourself

Overthinking can make you doubt yourself.

The more you practise making decisions and taking small steps, the more your confidence grows.

You don't have to know every answer before moving forward.

♥ Today I trust myself to...

- ☐ Make a decision.
- ☐ Learn from mistakes.
- ☐ Handle challenges.
- ☐ Ask for help if I need it.
- ☐ Keep moving forward.
- ☐ Believe in my abilities.
- ☐ Accept uncertainty.
- ☐ Be patient with myself.

♥ One decision I'll make today

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PAGE 33 – Looking After My Wellbeing

A healthy body supports a healthy mind.

Small daily habits can reduce stress and help quieten an overactive mind.

♥ Today I will...

- ☐ Drink enough water.
- ☐ Eat regular meals.
- ☐ Spend time outdoors.
- ☐ Move my body.
- ☐ Practice slow breathing.
- ☐ Limit screen time.
- ☐ Spend time with supportive people.
- ☐ Get enough sleep.
- ☐ Be kind to myself.
- ☐ Celebrate my progress.

♥ One healthy habit I'll continue

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PAGE 34 – My Calm Toolkit

Everyone has different ways of finding calm.

Create your own toolkit to use whenever your mind feels busy.

My Calm Toolkit

- ☐ Deep breathing
- ☐ Grounding exercises
- ☐ Journaling
- ☐ Going for a walk
- ☐ Listening to music
- ☐ Reading
- ☐ Meditation
- ☐ Talking to someone
- ☐ Spending time in nature
- ☐ Drinking water
- ☐ Other

My three favourite coping skills

1.

2.

3.

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PAGE 35 – My Overthinking Journey

Take a moment to look back at everything you've achieved.

♥ Looking back...

The biggest thing I've learned is...

The coping skill that has helped me most is...

One thing I'm proud of is...

♥ Remember

You don't have to control every thought.

You don't have to solve every problem.

You only need to take the next small step.

Trust yourself.

Be patient with yourself.

Peace comes from letting go of what you can't control and focusing on what you can. ❤️

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PAGE 36 – Letting Go and Moving Forward

Overthinking doesn't disappear because you force it to stop.

It becomes quieter when you learn to accept uncertainty and trust yourself.

Every small step you take is progress.

❤️ Today I choose to...

- ☐ Focus on what I can control.
- ☐ Accept that I don't have all the answers.
- ☐ Trust myself.
- ☐ Take one step at a time.
- ☐ Be patient with myself.
- ☐ Let go of unnecessary worry.
- ☐ Celebrate my progress.
- ☐ Keep moving forward.

❤️ One worry I'm ready to let go of

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PAGE 37 – My Personal Promise

Recovery begins with the promises we make to ourselves.

 I promise to...

- ☐ Challenge unhelpful thoughts.
- ☐ Practice self-compassion.
- ☐ Focus on facts, not fears.
- ☐ Ask for help when I need it.
- ☐ Continue using the tools in this workbook.
- ☐ Celebrate small successes.
- ☐ Be patient with my progress.
- ☐ Believe in myself.

 My personal promise

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PAGE 38 – My Wellbeing Plan

Looking after your wellbeing every day can help reduce overthinking.

♥ I will continue to...

- ☐ Drink enough water.
- ☐ Eat balanced meals.
- ☐ Get enough sleep.
- ☐ Spend time outdoors.
- ☐ Exercise regularly.
- ☐ Practice relaxation.
- ☐ Stay connected with supportive people.
- ☐ Limit screen time.
- ☐ Practice gratitude.
- ☐ Be kind to myself.

♥ Three things that bring me peace

1.

2.

3.

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PAGE 39 – Congratulations

♥ You Have Completed the Overthinking Workbook

Congratulations on completing this workbook.

Every page you've completed is another step towards a calmer, more balanced mind.

Remember:

♥ You don't have to solve every problem today.

♥ Thoughts are not always facts.

♥ Progress is more important than perfection.

♥ Small changes lead to lasting results.

♥ You are capable of finding calm.

♥ My Commitment

From today I promise to...

Name

Date

Signature (Optional)

 Final Reminder

This workbook is intended as a self-help resource to support your mental wellbeing. It is not a substitute for professional medical advice, diagnosis or treatment. If overthinking is causing significant distress or affecting your daily life, please speak with your GP or another qualified healthcare professional.

Thank you for choosing Safe Haven Connect CIC.

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