



## PUT ON THE BRAKES

*“Put on the BRAKES” offers a simple six-step strategy we can employ to effectively and immediately diffuse a stressful situation.*

**DIRECTIONS:** Practice “putting on the BRAKES” so that you can use it when needed.

**B**reathe | Take some deep breaths to calm down and collect your thoughts.

**R**elax | If your muscles are tense, take a moment to relax your body.

**A**way or **S**tay | Determine whether the best course of action to take is to stay and work on the issue in the moment, or to go away and take some space before coming back.

**K**now **W**hat **T**he **P**roblem **I**s | Think through the problem until you feel that you have a full understanding of what the root(s) is.

**E**xplain **Y**our **O**ptions | Once the problem has been identified, make a mental list of the different courses of action that can be taken to solve it.

**S**tay **C**ool | Stay rational and composed in order to make the best decisions you can.