

Sleep Hygiene Checklist



Before Bed Habits

- Go to bed and wake up at the same time every day—even weekends
- Avoid screens (phones, TV, tablets) at least 1 hour before bed
- Dim the lights 1–2 hours before sleep
- Limit caffeine after 2 p.m.
- Avoid heavy meals or alcohol 2–3 hours before bed
- Take a warm bath or shower to wind down
- Journal or brain dump to clear your thoughts
- Use calming night affirmations or meditation



Daytime Sleep Support

- Get sunlight in the morning (even 10–15 minutes)
- Exercise regularly, but not too close to bedtime
- Don't nap for longer than 20–30 minutes
- Eat balanced meals to support your circadian rhythm
- Limit stress with routines and quiet breaks during the day
- Avoid hitting snooze (disrupts your sleep cycle)



Bedroom Environment

- Keep your room cool (60–67°F is ideal)
- Make the room as dark as possible (blackout curtains or sleep mask)
- Reduce noise (earplugs or white noise machine if needed)
- Use a comfortable mattress and pillow
- Keep electronics out of the bedroom
- Use calming scents like lavender or chamomile



Optional "Sleep Prep" Extras

- Create a bedtime routine (some steps each night)
- Use a sleep tracker to notice patterns
- Try herbal tea (like chamomile or lemon balm)
- Keep a sleep journal to identify habits
- Use a calming playlist, white noise, or sleep sounds

Notes:

Quick Sleep Hygiene Tips For Small Business

S Ben Porath



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