



Healthy Workers – Healthy Futures

What and Where Guide: Physical Activity and reducing sedentary practices


The following table lists a number of sources of information, tips and resources to support you to promote physical activity and reduce sedentary practices in the workplace.

Ideas to get you started

Description	Healthy vision	Healthy places	Healthy people	
Support the creation of a physical activity policy, including elements around activity, active transport and preventing workplace sedentary practices	●			Vic Work Health Sample Policy
Create opportunities for flexi-time or time in lieu for training/ physical activity and embed within relevant WHS policies	●			Work Life Balance : SafeWork SA
Include information about access to physical activity opportunities (local and on-site) in staff induction materials	●			
Conduct a mapping exercise of local opportunities for physical activity, including parks, gyms, sports clubs and opening times. Consider workplace ability to form teams for team sports or its own league		●		SA Trails Find a Park
Organise 'come and try' sessions or a guest speaker Q&A session with an accredited personal trainer or exercise physiologist			●	Engaging External Providers fact sheet
Provide information about the benefits of activity and regular movement via communication channels such as, newsletters, CEO memos, noticeboards and lunchrooms			●	Be active :: SA Health Active Living: Heart Foundation Be Active Everyday (PDF for printing) or 1300 36 27 87 to order free copies (limits may apply) Physical Activity Guidelines for Adults (Order Form)
Encourage the use of stairs and walkways. Use signage and promote using communication channels		●		
Organise a corporate rate for the local gym or swimming pool			●	
Map local public transport options and promote them to staff. Also consider options to subsidise public transport fares for those choosing this means of travel			●	Metro: www.adelaidemetro.com.au Country: http://www.adelaidemetro.com.au/bussa/ Cycle instead planner and maps


Description	Healthy vision	Healthy places	Healthy people	
Hold cycling information sessions about defensive cycling strategies, cycling road rules and bicycle maintenance			●	Department of Transport, Planning and Infrastructure provides information on bicycle riding, complete with a journey planner Community Programs: Cycle Instead Bikes SA offers support and courses to workplaces and employees
Promote and provide work time access to free phone health information and coaching service			●	SA Health Get Healthy is a free and confidential phone-based information and coaching service 1300 806 258 8.00am-8.00pm Monday to Friday (excluding public holidays)

Building on your program

Description	Healthy vision	Healthy places	Healthy people	
Create friendly stairwells and walking loops. Consider work site staff teams 'sponsoring' a stairwell or track, decorating and promoting its use		●		Stairwell signage
Create a dedicated exercise space. Provide exercise equipment, TV and DVD player with fitness DVD's or a stretching space		●		
Take part and sponsor a team challenge, offering training opportunities (offer time in lieu)			●	
Promote regular walking: Lunchtime walking trails, group team challenges, provision of pedometers			●	SA Heart Foundation walking groups Heart Foundation Walk@Work packs Life Be In It Host A Workplace Walkathon (order a pack) 10,000 steps challenge Walking SA, trail and walking information Bike SA Workplaces Information
Provide access to showers, change rooms, lockers or alternatives if these facilities aren't available on site		●		
Create bike storage to encourage cycling to and from work		●		

Provide onsite physical activity classes (for example yoga, or Pilates) after discussing with staff what their preferred class type, time and days are			•	
Co-ordinate an eight, ten or 12 week physical activity challenge, focused on individual goals to increase levels of physical activity			•	

Ideas for preventing sedentary practices in the workplace

Description	Healthy vision	Healthy places	Healthy people	
Create and agenda item addressing sedentary practices at staff related meetings	•			Victoria Health report highlights the importance of reducing workplace sedentary practices
Encourage stretch breaks, standing and walking within meetings and work training sessions			•	
Support and account for regular stretch or walk breaks in delivery and transport schedules	•			
Purchase height adjustable desks for sit/stand options		•		
Provide computer disabling software to support regular breaks		•		There are many computer disabling software programs & applications. Use your web search engine to source a program suitable to your workplace. Search words to include: 'regular breaks, computer disabling program, health, focus, break'
Set up print stations, bins, lunchrooms and other facilities away from work stations		•		
Actively encourage either structured or unstructured breaks		•		
Audit staff sitting time to gauge areas for improvement			•	