



Physical Exercise Policy



Learn for Life

PHYSICAL EXERCISE

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| Strategic Responsibility Principal | Status of this Document: August 2006 Reviewed June 2007 |
| Functional Lead Health and Safety | Reviewed January 2009 |
| Approval Authority Staffing Committee | Next Review: January 2010 |

This policy sets out the aims, procedures and guidelines for achieving good physical health for staff.

1 POLICY STATEMENT

1.1 Aims

To promote and encourage employees' regular participation in moderate physical activity.

1.2 Scope

1.2.1 Physical activity includes participation in sport or formal exercise, but also includes activities such as brisk walking, dancing and heavy housework or gardening.

1.2.2 There are two recognised stages to the recommendations for physical activity:

1.2.3 Stage One

1.2.4 To benefit health, individuals should accumulate 30 minutes of moderate physical activity (equivalent to brisk walking) on most days of the week.

1.2.5 Stage Two

1.2.6 Most benefit can be achieved for both health and cardiovascular fitness if periods of activity are continuous (i.e. 20 minutes continuously, rather than 5 minutes here and there) and more vigorous (i.e. working hard enough to get slightly out of breath and sweaty).

The Stage Two target is therefore:

20 minutes of continuous, vigorous activity, 3 times a week

1.3 Changes in the Law

- 1.3.1 The College will comply with relevant changes in the law as they occur, and thereafter will amend this policy statement, its associated procedures, and its operational guidance as soon as is practicable, notwithstanding any review date contained in this document.

2 CONTEXT

2.1 The Need For A Policy

- 2.1.1 It is now widely recognised that physical inactivity is a serious risk to health. Inactivity carries a risk for Coronary Heart Disease which is roughly equivalent to the risks posed to health by many lifestyle factors, including the risk of smoking, having high blood pressure or high cholesterol etc. Inactive people have twice the risk of suffering from CHD compared to their active colleagues.
- 2.1.2 At least 70% of the UK population fail to do enough physical activity to benefit their health (this is a much higher proportion than have the other key CHD risk factors). In addition to protecting an individual from CHD, being moderately active on a regular can:
1. significantly improve mental health by helping to control or reduce stress and anxiety,
 2. offer protection against obesity, osteoporosis, diabetes and some forms of cancer,
 3. maintain functional ability for older people,
 4. create many social benefits for all ages.
- 2.1.3 Work-site health promotion programmes which include physical activity promotion are becoming increasingly prevalent in the US and the UK. There is increasing evidence of a strong link between employee health and productivity. Regular exercisers are consistently shown to utilise less sick leave than those who do not exercise. The promotion of physical activity has been described as "Today's Best Buy in Public Health."

2.2 Relationship to Other Policies

- 2.2.1 This policy is closely related to other health and safety policies, notably stress, healthy eating and smoking.

3 RESPONSIBILITIES

4 PROCEDURES and REGULATIONS

4.1 Objectives 1 and 2

1. Raise awareness of the health related benefits of physical activity and the health risks of physical inactivity.
2. Educate employees concerning the types and amount of activity necessary to benefit health.

4.1.1 Policy actions

The College provides

- educational leaflets and resource information on health related physical activity;
- staff seminars on the benefits of activity and risks of inactivity,
- physical activity promotional events.

4.2 Objective 3 Advertise and promote opportunities for participation in health related physical activity to all employees.

4.2.1 Policy actions

4.2.2 The College:

- liaises with local Health Promotion departments to access information, resources and expertise,
- maintains a physical activity notice board and circulate opportunities to staff via newsletters, pay slips, memos etc.

4.3 Objective 4 Develop mechanisms to make physical activity easier for employees.

4.3.1 Policy actions

4.3.2 The College:

- utilises promotional and motivational posters encouraging employees to make active choices,
- nominates a motivated individual to take on the promotion of physical activity,
- provides on site facilities and classes/opportunities for physical activity,

4.4 Develop formal mechanisms, appropriate to the size and resources of the company, which will make participation in physical activity easier for employees.

4.4.1 The College:

- provide exercise leadership training for a staff member,
- establish and support employee leisure/sporting activity groups,
- organise on-going fun competitions of a sporting nature,
- organise or participate in sporting activities throughout the year,
- provide opportunities for physical activity consultations/fitness testing.

4.5 Promote active commuting to and from work.

4.5.1 Policy actions

4.5.2 The College:

- provide safe storage racks for bicycles,
- provide showering and changing facilities,
- detail or advertise local public transport routes to work,
- provide a pool car/van for use by staff to and from meetings.

4.6 Consider the impact of new working conditions on staff health and physical activity participation.

4.6.1 Policy actions

4.6.2 The College :

- ensures that the effect of policy changes on health and physical activity participation is a criteria for assessing new working practises prior to implementation,
- ensures that new working practises conform to statutory health and safety legislation,
- ensures that new working practises do not contribute to existing barriers to activity participation.

4.7 General

4.7.1 All new staff are be made aware of the policy and its provisions, via the Staff Induction pack, with regular features/reminders included within the College Newsletter 'Langside Line'.

5 IMPLEMENTATION and REVIEW

5.1 Promulgation of New/Revised Policy

- 5.1.1 The full Policy documentation is available on the College's Intranet at www.langside.ac.uk/staff/staffres. Any modification made to the Policy will be available on the Intranet, so this is the place to find the fully up-to-date version.
- 5.1.2 The Health and Safety Manual contains a hard copy version, but this is issued only periodically, and is not necessarily current, so staff should always check the Intranet before using the Policy. Hardcopy versions can also be obtained from Health and Safety upon request.
- 5.1.3 When the Policy is updated, all staff will be informed by e-mail to this effect. Managers having staff who do not have access to e-mail, should make appropriate arrangements to cover this shortfall.

5.2 New In-post Staff

- 5.2.1 Appropriate explanation is to be given at induction for new staff.
- 5.2.2 For staff taking on management responsibilities for the first time, the line manager will discuss this Policy and how it operates, with the new manager as a part of their induction into the new role.

5.3 Monitoring

- 5.3.1 This policy will be reviewed 3 months following its implementation, and annually thereafter.

5.4 Review

6 OPERATIONAL GUIDANCE

6.1 Briefing/training for Managers and Supervisors

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