Northamptonshire Healthy Workplace Week is back!

Now in its third year, Healthy Workplace Week aims to engage businesses from across Northamptonshire to get involved in a week of activity to increase awareness, educate, inspire and activate employees to take care of their health and wellbeing.

Northamptonshire Healthy Workplace Week is a locally driven awareness campaign which aims to provide businesses with ideas, activity, information and resources which can be used to help shine the spotlight on the importance of health and wellbeing at work as well as address the need for workplace health solutions.

The key organisations driving the week are: First for Wellbeing, Northamptonshire Sport, Northamptonshire Public Health and Northamptonshire University, who will champion activities, services and events which will help to address Northamptonshire’s public health priorities.

The Healthy Workplace 2017 Week will focus on 5 key considerations that can contribute to good health and wellbeing:

- Emotional Wellbeing
- Healthy Eating
- Exercise
- Alcohol
- Smoking

How can you get involved?

We are encouraging businesses across Northamptonshire to run their own health and wellbeing events and activities.

The following pages are full of ideas and activities you could join in with, or run in your own organisations including:

- #HealthyWorkplace Pledge
- National Walking Month
- Healthy Workplace Week Walking Challenge
- #NHWW17 Business Seminar
During Healthy Workplace Week, we’ll be asking businesses to make a #HealthyWorkplace Pledge to take action to improve the health and wellbeing of their staff. We’ll also be encouraging employees to make a personal pledge for their own health.

May is National Walking Month, so what a great way to activate your workforce - National Walking Month is the perfect hook to get colleagues on their feet and more active during Healthy Workplace Week. We would therefore like everyone to #Try20 and take a 20 minute walk every day during the week. Click here to check out tips on how to make walking more fun during the week, the month and into the future.

Encourage colleagues to enter the Healthy Workplace Week Walking Challenge and register all your walking activity during the week on the Workplace Challenge Activity Tracker. There will be prizes up for grabs for those who clock the most activity points during the week and an overall #NHWW17 Trophy for the workplace that walks the furthest during the week – Click here for more details.

The highlight of the week is a Business Seminar on Friday 19th May at Northants County Cricket Club. The event will take place from 8.30am – 11.45am where businesses will have an opportunity to meet with health and wellbeing professionals and gain insights into key topics such as; ‘Mental Wellbeing’, the ‘Fit Note’, ‘Food and Mood’ and the effects of nutrition on performance as well as a number of case studies from local businesses. The event will also include a marketplace of services and organisations who offer healthy workplace interventions and solutions.

The event is free to attend, but places will be limited to a maximum of 2 attendees from each workplace. To reserve a place contact: Charlotte Patrick Charlotte.Patrick@northampton.ac.uk

If your workplace is running any events or activities during Healthy Workplace Week then we would love to hear from you. Tag us in to any photos or tweets @Nsport @FirstWellbeing using the hashtag #NHWW17

The following pages in this document will provide ideas and useful resources to get you on your way to a successful Healthy Workplace Week.
With more than 140 million working days lost a year due to sickness and absenteeism, it’s no coincidence that a healthier and happier workforce equals a more productive workplace.

Healthy workplaces makes good business sense
Evidence shows that workplace health initiatives can deliver a wide range of benefits, to both employers and staff. Employers report reduced staff sickness absence and turnover, increased productivity and employee satisfaction, and fewer accidents and injuries. Staff enjoy improved wellbeing, and workplace health checks can even pick-up conditions before they cause significant health problems. Employees working for firms that promote wellness are more likely to be engaged, and think positively of their employers.

The Workplace Wellbeing Charter
The positive impact that employment can have on health and wellbeing is now well documented. The Workplace Wellbeing Charter is an opportunity for employers to demonstrate their commitment to the health and well-being of their workforce. The Workplace Wellbeing Charter provides employers with an easy and clear guide on how to make workplaces a supportive and productive environment in which employees can flourish. Organisations of all sizes can use the Charter standards. The entry level has been developed as a baseline for all businesses to achieve, and acts as a useful checklist for smaller organisations to ensure legal obligations are met. Click here for more information.
EMOTIONAL WELLBEING

The Facts!
1 in 4 people in the UK will experience emotional, psychological or mental wellbeing issues each year including depression, anxiety, stress and panic disorders.

A staggering 70 million work days are lost each year due to mental health problems in the UK, costing employers approximately £2.4 billion per year.

Mental wellbeing is a state in which we are able to realise our own potential, cope with the normal stresses of life and work productively and fruitfully. In promoting mental wellbeing we can increase our resilience to cope with life's difficulties and be able to enjoy life as we should. Being in employment and engaged in meaningful activity is an important part of good mental health. The Mental Health Charity, Mind released a report in May 2011 claiming that UK businesses could save £8 billion per year if they managed workplace stress properly. The survey also found that 41% of workers experience stress, making it more of a concern than personal finances, health and relationships.

Pressure is part of life and helps keep us motivated but excessive pressure can lead to stress. If stress is excessive or goes on for some time, it can lead to mental ill health. Stress can be caused by factors at work or at home, with factors at home being the more frequent cause. It's important to note that stress can impact people in different ways – what might be positive pressure that spurs an employee on to do better, may be negative and excessive stress to someone else.

Top Tips & Ideas:
Educate management on the signs and symptoms of mental health issues. Help team leaders to recognise the signs and symptoms of employees dealing with mental illness and to understand the stigma associated with mental illness and their role in reducing it in the workplace.

Useful Web-links
- Mind
- Time for Change
- Healthy Minds at Work
- The Mental Health Foundation
- The Sainsbury Centre for Mental Health
- Mindful Employer
- Relate
- Samaritans
- British Association for Counselling and Psychotherapy
- Stress Management Standards
- Stress Management Society
- UK National Stress Network
- Promoting mental wellbeing at work
- Turn2me
- Cruse Bereavement Care
- BHF Health at Work

Northamptonshire County Council
First for Wellbeing
Northamptonshire Sport
The Voice For Sport
The University of Northampton
Local Support Available:

Below is a list of charities and organisations within Northamptonshire who offer individuals who are suffering from poor mental health with counselling, support and a range of bespoke services

East Northants/Wellingborough:

**Service Six** - offer free counselling for adults who live in East Northants

**Teamwork Trust Wellingborough** - help people with a range of issues such as anxiety and depression, loss and bereavement, trauma and abuse, eating disorders, mental health issues, work based stress and relationship issues.

**Family Support Link** – is a registered charity based in Northamptonshire which aims to reduce the physical, psychological and emotional harm caused to families living with, or caring for someone who is addicted to drugs and/or alcohol.

**Support Northamptonshire** – A community wellbeing charitable social enterprise

Northampton:

**Changing Minds** - A countywide service offering peer support, adult education and other therapies.

**The Lowdown** - Support for those aged 12-25

**Manna House Counselling Service** - A quality and professional service provided by qualified Christian Counsellors’

Kettering/Corby:

**Teamwork Trust** - offers a friendly, supportive environment where individuals can make new friends, access education and employment experience and regain self-esteem and confidence

**Learn2b** Provides free courses to promote positive mental health across Northamptonshire

**Safe Haven Corby** – A supportive environment for people over the age 18 years

**Kettering Bipolar Self Help Group**

**Integrated Cancer Therapies** - Registered charity in Corby offering free complementary therapies and a drop-in support service.

Daventry/South:

**Time2talk** - Offer free services for young people aged 13-25 in Daventry and Towcester.

**Unity** - aimed at women aged 40 and over who are suffering with low self-esteem, loneliness, anxiety and struggling to leave the house. For more information Tel: 07514 405167 or email unityladies40@gmail.com

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**Five Ways to Wellbeing**

1. **CONNECT** – With the people around you.
2. **BE ACTIVE** – Exercise makes you feel good. Go for a walk, run or step outside.
3. **TAKE NOTICE** – Be aware of the world around you
4. **KEEP LEARNING** – Try something new. Set a challenge you will enjoy achieving
5. **GIVE** – Do something nice for a friend, volunteer your time, or join a group.
HEALTHY EATING

The Facts!
We consume at least a third of our daily calorie intake while at work. What we eat and drink affects not just our health but our work performance too.

In many workplaces the nutritional environment is a public health concern!

If we don't eat regular well-balanced meals or drink enough water, we may get headaches, feel sluggish, or have difficulty concentrating.

Whether you buy your lunch from a sandwich shop, café, supermarket or work canteen, there are usually plenty of healthy lunch options available.

A healthy diet improves mood, weight, sleep patterns, boosts concentration and efficiency; kick starts the metabolism and increases energy. Eating healthy foods and having a balanced diet can also help improve the ability to fight infection and reduce the chance of developing serious health risks – and that's better for individuals and the organisation’s bottom line as there will be less sickness absence.

Healthy Eating

Eat less often and in small amounts:
- Sauces
- Biscuits
- Sweets
- Crisps
- Cakes
- Chocolate
- Ice Cream

Drink 6 - 8 glasses a day of:
- Water
- Lower fat milk
- Sugar-free drinks including tea & coffee count

Limit fruit and/or smoothies to a total of 150ml a day

Useful Web-links
- Food Standards Agency
- Eat Well
- Salt
- British Dietetic Association
- British Nutrition Foundation
- Healthy Boxes
- Healthier Food Mark
- Change for Life
- Diet and Mental Health
- Diabetes Risk Score
- Healthy Eating Guidelines
- Healthy Food Guidelines for Caterers
- Health & Safety regulations
- British Nutrition Foundation
- Change4life Sugar Smart

The British Dietetic Association (BDA) has launched a service called 'Nutrition in the Workplace'
Local Support Available:

First For Wellbeing’s self-assessment called OCTIGO can be accessed using the following link: [https://www.firstforwellbeing.co.uk/wellbeing-assessment/](https://www.firstforwellbeing.co.uk/wellbeing-assessment/)

By completing this quick, online self-assessment, individuals can gain access to a variety of **FREE wellbeing services**, local to you. Below is a list of localised 12 week Weight Management services, which can be accessed through completing an OCTIGO if weight management is flagged as a priority:

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<tr>
<th>Northampton</th>
<th>South/Daventry</th>
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<td>- Northampton Leisure Trust</td>
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<td>- Pink Ladies</td>
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<td>- Slimming World</td>
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<td>- Weight Watchers</td>
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<td>- Freedom Diet Coach Services- online</td>
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<td>- Step-A-Weigh- Camp Hill</td>
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<td>- Sugarmedown- Online Service</td>
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<td>- Weight Watchers</td>
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<td>- Wellness, Weight Management and Lifestyle Centre in Kettering</td>
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<td>- Sugarmedown- Online Service</td>
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<td>- Step-A-Weigh- Online- final weigh in at a location convenient for the participant.</td>
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Eat Out Eat Well Awards rewards food businesses who provide healthier options to customers by increasing fruit, vegetables and starchy carbohydrates, and decreasing fat, especially saturated fat, sugar and salt in the food that they offer. It also recognises provision of healthy options for children. For details on those restaurants, pubs and cafes with awards in this area visit:

- Daventry
- South Northants
- Kettering
- Wellingborough
- East Northants

Healthy Eating Top Tips & Ideas:

Small changes to your workplace environment can make a big difference to peoples’ eating habits:

- Keep vending machines stocked with healthier choices or supply a subsidised communal fruit bowl
- Provide clean and well-maintained areas for employees to prepare and store their own meals
- Provide fruit instead of biscuits at meetings
- Encourage caterers to develop a healthy workplace catering policy or guidelines, if they haven’t already
- Set up a simple breakfast bar to encourage staff to start the day healthily
- Ensure easy access to fresh drinking water
- Display and promote healthy choices in the staff restaurant, and provide nutritional information, to help people make better-informed choices at lunchtime.
- Challenge your workforce with these Food & Drink Challenges to help staff eat better and keep healthy
The Facts!
Inactivity is killing us!

Physical inactivity is responsible for:
- 1 in 6 UK deaths
- Up to 40% of many long-term conditions
- Around 30% of later life functional limitation and falls

Many of us spend long hours at work, and may have a long and tiring commute. We all know we need to be more active, but there is increasing evidence that we also need to spend less time sitting down.

“Sitting is the new smoking” and a new health risk identified as ‘sitting disease’ (the ill effects of an overly sedentary lifestyle).

For people who sit most of the day, their risk of heart attack is about the same as smoking.

Studies have linked excessive sitting with being overweight and obese, type 2 diabetes, some types of cancer, and early death. Sitting for long periods is thought to slow the metabolism, which affects the body’s ability to regulate blood sugar, blood pressure and break down body fat.

Physical Activity Guidelines

Adults 19 years Plus
should aim for 150mins of moderate intensity activity each week & do activity to improve muscle strength at least twice a week.

Examples: brisk walking, gardening, swimming, exercising with weights.

Older Adults (65plus)
should incorporate activity to improve balance and co-ordination at least twice week

Useful Web-links

Workplace Health Promotion:
NHS Physical Activity Guidelines
Walking for Health
My Fitness Pal
33 Ways to Exercise at Work
Sustrans Active Travel Toolkit
Cycle to Work Scheme Alliance
Living Streets
Workplace Challenge
Northamptonshire_Sport
Hit The Pitch UK
Keeping Active Top Tips & Ideas:

Active challenges - Individual and team physical activity challenges are great at engaging staff and creating the necessary buzz in your workplace.

- A **Pedometer Challenge** is a fun way to encourage employees to be more active. You can order pedometers from the BHF [online shop](#) & the BHF also has some [Pedometer Challenge resources](#) which contain guidance on how to organise and promote a challenge.

- A **Stair Climb Challenge** is a great way to get hearts pumping and increase employees’ step count. You can run the challenge as a special, day-long event, or you could use it to encourage staff to use the stairs more often over the course of a few weeks.

- The **Be Active Challenge Tracker** helps employees to plan how they will build activity into their days, and track whether they're achieving the recommended amount. The tracker is a great resource to use in combination with your other workplace health activities. Depending on the size of your company, you may want to give a tracker to every employee.

- Encourage employees to sign up to the **Workplace Challenge** and join our Healthy Workplace Week Active Commute Challenge.

- **Loop At Work** brings social table tennis into your workplace, provides an injection of energy to the office and encourages staff to interact and be more active. Try before you buy? Loan a table tennis table and equipment free of charge for 6 weeks with the opportunity to buy at the end of the period for a heavily discounted rate.

For more ideas to help employees become more active visit [BHF Health at Work](#) or order their [Health at Work toolkit](#) for more ideas.
ALCOHOL

The Facts!
Alcohol is estimated to cause 3-5% of all absences from work; about 8 to 14 million lost working days in the UK each year.

Excessive alcohol consumption is associated with an increased risk of developing cancers and liver disease.

Alcohol consumption may result in reduced work performance, damaged customer relations, and resentment among employees who have to 'carry' colleagues whose work declines because of their drinking.

There are no precise figures on the number of workplace accidents where alcohol is a factor, but alcohol is known to affect judgement and physical co-ordination. Drinking even small amounts of alcohol before or while carrying out work that is 'safety sensitive' will increase the risk of an accident.

The prospect of tackling when and how much employees drink can be daunting, especially for businesses without a personnel specialist. But acting to prevent problems before they occur can save time in the end and is often more effective than dealing with a problem that has become too serious to ignore.

Alcohol
To keep health risks from alcohol to a low level, men and women should drink no more than 14 units a week on a regular basis.

Useful Web-links
- Alcohol Health Network
- Drink Aware
- Alcohol Concern
- Alcoholics Anonymous
- FRANK
- DrugScope
- Narcotics Anonymous
- Alcohol Learning Centre
- NHS
- British Liver Trust
- Drugs & Alcohol in the Workplace
- A Guide for Employers on Alcohol at Work
- First for Wellbeing
- Substance to Solution
- Bridge
- Family Support Link
- Aquarius
- CAN
SMOKING

The Facts!
There are over 4,000 chemicals in a cigarette. At least 69 are known to cause cancer.

You’re 4 times more likely to quit with the support of your local Stop Smoking Service and medications compared to going alone.

On average most people who quit save £250 per month.

A smoke break can be a popular stress-reliever for many office workers, especially as a means of taking a break from prolonged or stressful work. Besides the nicotine hit, smokers claim that being able to spend a short period away from their workstation also helps them relax, review their work progress and plan their career goals.

Despite its widespread appeal among employees as a stress reliever, workplace smoking can actually reduce productivity, even when discounting its obvious health hazards.

Depending on the nature of the person’s smoking habit, the urge to sneak off for “a quick puff” can quickly take up a substantial portion of one’s total working hours. This momentary and frequent absence from a person’s desk could prove costly and lower production levels in the company, especially when it comes to tasks that require an unbroken train of thought.

Smokers generally have more health complications than non-smokers, particularly respiratory tract problems such as emphysema and asthma. This usually translates into more visits to the doctor and more days of medical leave being utilised.

Useful Web-links
No Smoking Day
QUIT
Action on Smoking & Health
Smoke Free England
Local Helpline 03001265 700

Smoking
Stopping smoking is the single most important step you can take to improve your health and wellbeing.
Local Support Available:

First for Wellbeing can offer a bespoke service, suitable to the requirement of your company. This is usually within a group setting, but also can be delivered, on a one to one basis.

High success and engagement rate is seen as connected to the daily support on site and promotion of ‘work colleagues stopping together’. As work colleagues are already part of a ‘formed’ group, the group dynamics are already established and therefore usual group work forming is not necessary. Group members already know each other even if it is just from in and around the work place, or from the smoking area, so familiarity is already established. Using the group to divert collusion to smoke together, in to group support to quit together can be employed by this group and this group alone.

Testimonials from previous employer

We have really enjoyed having the regular clinic with you- so a big thank you from everyone here.

Having spoken to the other group members, none of us really knew what to expect when we signed up. I have to be honest- I was probably a bit sceptical! But it was great, because you didn’t judge us in the slightest. You didn’t ‘lecture’ us, you just treated us respectfully and supportively. And the practical help was great- as well as the Nicotine Replacement Therapy, you had lots of useful tips and ideas to make the process less painful!

Measuring our CO2 levels was a good idea- it was motivating to see them go down over the sessions.

And even above this, the sessions were fun! We had a good laugh, shared some personal stories with each other in a safe place, and always felt comfortable to share any moments of weakness.

Stop Smoking Top Tips & Ideas:

There are many things an employer can do to encourage employees to give up smoking

- Advice on giving up smoking from a doctor or health professional;
- Self-help guides for giving up smoking;
- Free or subsidised nicotine replacement therapy such as gum or patches;
- Programmes for giving up smoking (such as group meetings run by professionals);
- Paid time off to attend relevant courses
First for Wellbeing

Provides Support with:
- Stop Smoking
- Weight Management
- Alcohol
- Emotional Wellbeing
- Financial Support
- Housing Support Employment and Adult Learning

Contact Details:
Helpline: 0300 126 5000
Stop Smoking: 0300 126 5700

www.firstforwellbeing.co.uk