

# Sample Physical Activity Policy

## physical activity

### The Policy Aim

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

### Objectives

**1. Raise awareness of the health-related benefits of physical activity and the health risks of physical inactivity.**

Policy Actions - The Company will:

- Provide staff seminars on the benefits of activity and the risks of inactivity.

**2. Educate employees concerning the types and amount of activity necessary to benefit health.**

Policy Actions - The Company will:

- Provide educational brochures and resource information on health-related activity.
- Hold physical activity promotional events.

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

Policy Actions - The Company will:

- Liaise with local health promotion, sport and recreation departments to increase information, resources and expertise.
- Establish a physical activity notice board or circulate opportunities to staff via newsletters, pay slips, memos, etc.

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

Policy Actions - The Company will:

- Utilize promotional and motivational posters encouraging employees to make active choices, such as using the stairs rather than elevators or escalators
- Provide safe walking route maps to promote walking/jogging during lunch.
- Provide corporate memberships to on-site, private or local facilities.
- Establish and support employee sports teams or activity groups.
- Provide flexible working hours to allow physical activity participation before, during or after the working day.

**5. Promote active commuting to and from work.**

Policy Actions - The Company will:

- Provide safe storage racks for bicycles.
- Provide showering and changing facilities (where feasible).
- Post local public transport routes to work.
- Provide cycle mileage (preferably equivalent or greater than car mileage).
- Provide a car pool or encourage car sharing\* (\* This may allow people to leave their car and actively commute to work, even if they require the car during working hours).

**6. Consider the impact of new working conditions on employee health and physical activity participation.**

Policy Actions - The Company will:

- Ensure that the effect of policy changes on health and physical activity participation is a criterion for assessing new working practices prior to implementation.
- Ensure that new working practices conform to statutory health and safety legislation.
- Ensure that new working practices do not add barriers to physical activity participation.

**Review and Monitoring**

- This policy will be reviewed at three months following implementation and then annually after that.
- All new employees will be made aware of the policy and its provisions, via the staff handbook or other information packs.

**Source:** Adapted from [Greater Glasgow NHS Board's Health Promotion Department](#)

