

# Workplace Wellbeing News

## Welcome to the April 2020 Workplace Wellbeing Newsletter

This month's topics are [On Your Feet Day](#) , [Bowel Cancer Month](#) and [Stress Awareness Month](#) plus Managing IBS at work.

Spring is in the air, longer days and shorter nights begin and so the theme this month is being Active in April. Find out about the benefits of even low levels of physical activity can have on short and long-term health and both physical and mental health.



## Bowel Cancer Awareness Month

<https://www.bowelcanceruk.org.uk/how-we-can-help/real-life-stories/podcast/>

<https://www.bowelcanceruk.org.uk/how-we-can-help/our-awareness-work/bowel-cancer-awareness-talks/>

<https://www.gloshospitals.nhs.uk/our-services/services-we-offer/bowel-cancer-screening-team/>

## The Gloucestershire Bowel Scope Screening Programme – encourage your staff to take part!

**Bowel screening aims to detect bowel cancer at an early stage (in people with no symptoms) when treatment is more likely to be effective.**

Men and women at age 55 (who are registered with a GP) are invited to take part in a one off test called a flexible sigmoidoscopy. Dependent on the result of this, you may be referred for further tests or recalled at age 60.



“After months of having a stoma I now know it doesn't stop you from living your life, you can still go out, still exercise, still work, still be you”

Andrea Robson



Presently Cheltenham General Hospital, Cirencester Hospital and Stroud General Hospital offer flexible sigmoidoscopy for local Bowel Scope patients. Rollout of this programme across the centres will take until the end of 2020.

[More information about the national screening programme](#)

Find out about how to avoid the risks of developing bowel cancer through:

[The World Cancer Research Fund](#)

And whilst were on the subject.....

## SIX WAYS TO REDUCE YOUR RISK OF BOWEL CANCER...

...AND THE NUMBER OF UK CASES THAT COULD BE PREVENTED

Eat less processed and red meat



8,800  
CASES

Keep a healthy weight



5,400  
CASES

Eat more fibre



5,100  
CASES

Drink less alcohol



4,800  
CASES

Be smokefree



3,400  
CASES

Be active  
1,400  
CASES



MORE THAN  
**HALF**  
OF ALL  
BOWEL  
CANCERS  
COULD BE  
PREVENTED  
EACH YEAR

Source: Numbers of cases calculated by CRUK, by applying the estimated population attributable fraction for risk factors (Parkin BJC 2011) to bowel cancer cases in the UK in 2011.

LET'S BEAT CANCER **SOONER.**  
cruk.org



CANCER  
RESEARCH  
UK

Living and working with Irritable Bowel Syndrome (IBS) can be difficult at times. More time off as its estimated that Britain's businesses lose almost £3 billion every year through sick days related to gut health and travelling to and from work and to meetings can be very stressful.

Tips that the IBS network suggest on diet and eating at work are below. **Try:**



- Getting up earlier to allow time for breakfast
- Taking a proper lunch break and avoid eating meals on the run - download the 'Protect your lunch' sign from the British Dietetic Association
- Preparing your own food so that you are sure of what it contains
- Not skipping meals to avoid having to go to the loo
- Drinking around 8 cups of non-caffeinated fluids each day
- Keep a supply of your IBS medication within easy reach and anything else you may need during an attack.

**[Find out about the self-care programme](#)**

and the latest **[IBS network news](#)** or some of the FAQ's such as:

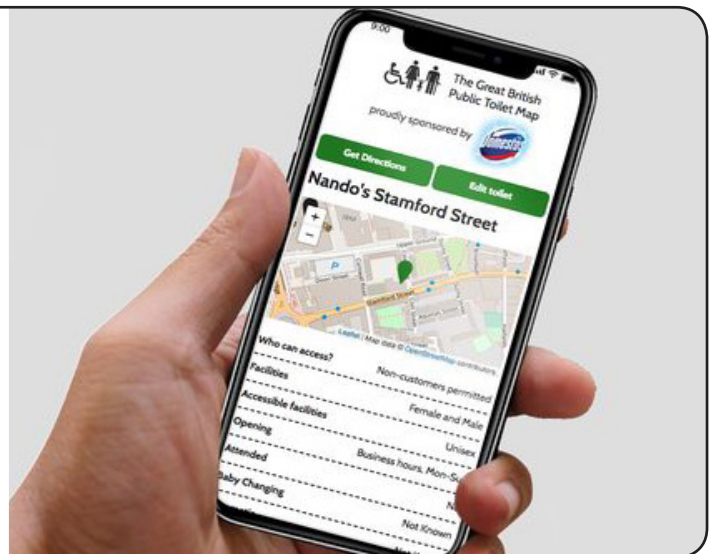
Do I need to tell my employer that I have IBS?

I employ someone with IBS – could you explain if the condition is classes as a disability? If so, am I obliged to make special allowances for them?

**The Great British public toilet map**



The map shows toilets that the public can use. This includes those in shops, cafes etc if they choose to let non-customers use their loo, such as those in Community Toilet Schemes. Just enter the postcode you are visiting and the map will bring up all the public toilets that are available.





**WIGGLE IT, WAGGLE IT  
JUST DON'T SIT ON IT**

*What will you do?*

Join 2 million office workers



on your<sup>®</sup>  
**feet**  
**Britain**  
24<sup>th</sup> April 2020

**FREE SIGN-UP**

**#SITLESS #MOVE MORE**

Take part in our national day when workers across Britain unite together and participate in a variety of fun and simple activities to **#SitLess** and **#MoveMore** at work on Friday **24th April 2020**.

It's FREE to sign up, simply [register here](#).

### **"Get up offa that thing"**

The On Your Feet Britain Challenge dares you to take James Brown at his word and convert 'sitting time' to 'standing time'. Follow some simple changes - it's easier than you think:

- Stand during phone calls
- Stand and take a break from your computer every 30 minutes
- Use the stairs
- Have standing or walking meetings
- Eat your lunch away from your desk
- Walk to your colleague's desk instead of phoning or emailing them
- Stand at the back of the room during presentations

And you could start the day by walking part way or all the way to work - [Gloucestershire GPS Routes](#)

## GLoucestershire MOVES

### **A new approach to get Gloucestershire moving.**

Time to do things differently Research shows increasingly that discrete, short-term, sport and physical activity programmes don't deliver long-term benefit. It's time to do things differently. From our NHS clinical commissioners and county and district councils to local charities, businesses and schools, the county is coming together to prioritise physical activity, aligning policy and investing money and resources in a new approach.

**Employers have a pivotal role to play in creating an organisation culture that overcomes some of the most common barriers**



**to exercise and enables participation in sport and physical activity.**

**Step 1:** Calculate the number of people in your company e.g. 100 people.

**Step 2:** Calculate the average wage per day per employee e.g. £107 per person per day.

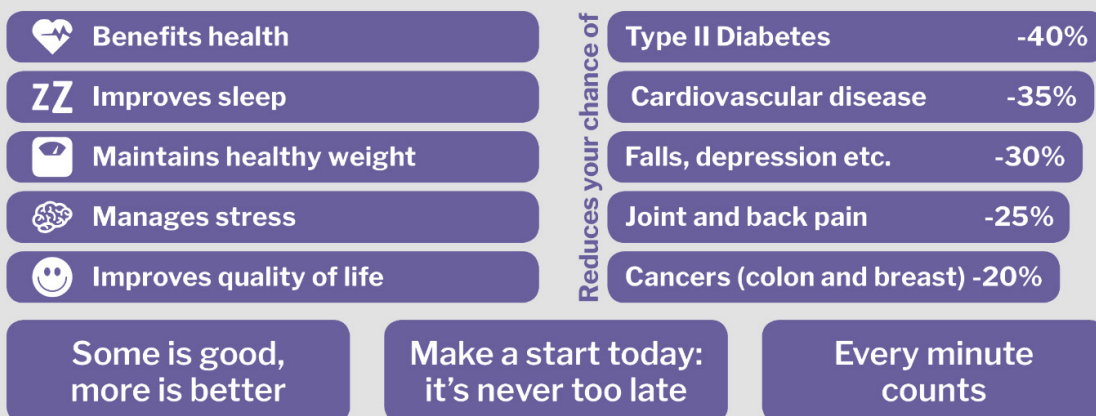
**Step 3.** Calculate the average number of sick days currently taken per year in your business e.g. 5.31 days (national average) taken as sick leave.

**Step 4:** Multiply step 1 by step 2 by step 3 to calculate the total cost of sickness absence in your business e.g. 100 people x £107 x 5.31 = £56,817 is the cost of time lost at work due to sickness absence.

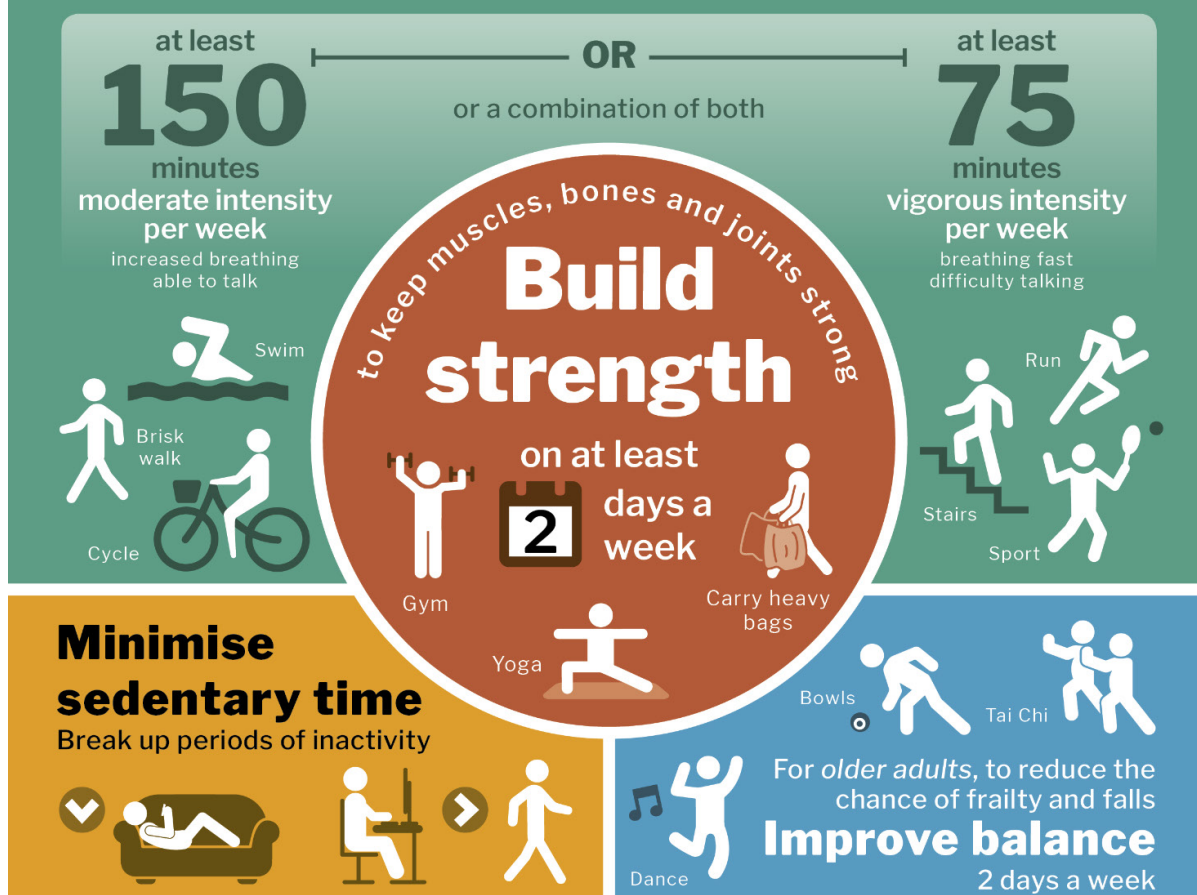
**Step 5:** Take the total cost to your business (step 4) and divide by the total number of sick days (step 3) to find out how much your business could save by reducing one sickness day per employee per year e.g. £56,817 ÷ 5.31 = £10,700 saving!

[Find out more here](#)

## Physical activity for adults and older adults

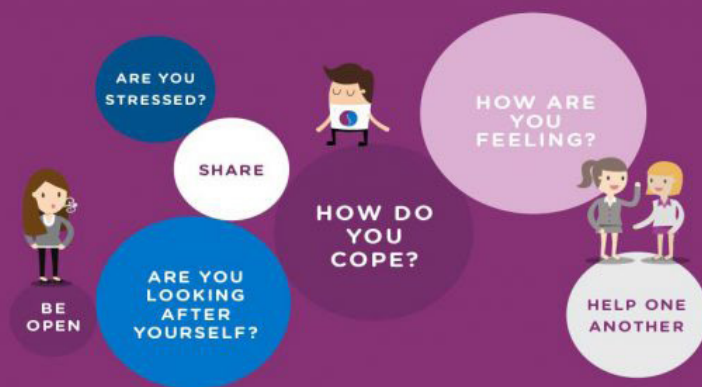


### Be active



April 2020

# Stress Awareness Month



## Top tips to deal with stress from

**every mind matters**

### Split up big tasks

If a task seems overwhelming and difficult to start, try breaking it down into easier chunks, and give yourself credit for completing them.

### Allow yourself some positivity

Take time to think about the good things in your life. Each day, consider what went well and try to list 3 things you're thankful for.

### Challenge unhelpful thoughts

The way we think affects the way we feel. Watch our video to learn how to challenge unhelpful thoughts.

### Be more active

Being active can help you to burn off nervous energy. It will not make your stress disappear, but it can make it less intense.

### Talk to someone

Trusted friends, family and colleagues, or contacting a helpline, can help us when we are struggling. This can be online, by phone or seeing someone in person. Watch our video for more ideas.

### Plan ahead

Planning out any upcoming stressful days or events – a to-do list, the journey you need to do, things you need to take – can really help.

[Download the FREE stress guide](#)

[Download the FREE HSE Stress Policy Example](#)  
[ACAS guidance on Stress in the Workplace](#)

**thinktravel**

New sense of direction.

Smarter, more efficient travel can save money for your company and the benefits are universal. Business supply chains, employees and consumers collectively depend upon a good quality highway network to move goods, deliver services and travel to work and other service facilities.

Active travel, such as walking, cycling and public transport, improve staff health and wellbeing as well as reducing unnecessary car trips and creating capacity on our road network, which is good for business.

### Your workplace travel toolkit

This workplace toolkit gives you lots more information on sustainable travel options, and answers FAQs about the measurable ways in which sustainable travel plans can positively impact your business.

[Download the entire toolkit containing all nine files as a zip file \(ZIP, 1.4 MB\)](#)

Gloucestershire County Council funds Liftshare to deliver a Gloucestershire wide car sharing tool to enable people to find others to share their journeys with (this site is free to the user). Company specific sites can be set up through [Liftshare](#)



# Gloucestershire Businesses working their way to wellness

Local employers have been recognised for the work they do to support their employees' health and wellbeing in Gloucestershire.

The Healthy Workplaces Gloucestershire accreditation has been awarded to Stagecoach West, GFirst LEP and Cheltenham Borough Council.

The Workplace Award is a county standard of good practice and a quality mark of health and wellbeing in the workplace. Organisations are assessed through a series of online standards and commitments in a range of health areas from healthy eating to personal safety.

Stagecoach West has over one thousand employees' and credits the Healthy Workplace scheme with reducing sickness absence and improving staff morale. Jenny Powell, Health and Wellbeing Manager at Stagecoach West explains: "The biggest impact has been on members of our front-line team, a number of whom have commented on the positive effect the programme has had on their everyday roles. It doesn't matter how big or small your organisation is, the programme can be scaled up or down depending on the resources you have available."

The successful organisations will be presented with their award later this year at a Workplace Wellbeing event organised by Gloucestershire's Local Enterprise Partnership, GFirst LEP.

Cllr Tim Harman, cabinet member for public health and communities at Gloucestershire County Council, said: "Small changes to our lifestyles can have a big impact on our health and wellbeing. A lot of our time is spent at work, so it's important that organisations support the health and wellbeing of their employees.



We launched the Healthy Workplaces Gloucestershire award to encourage organisations to improve their culture and working environment, as well as give staff opportunities to make lifestyle changes like healthy eating or quitting smoking. It's great to hear that so many local organisations and businesses are being recognised for their hard work and commitment to staff health and wellbeing".

Cllr Flo Clucas, cabinet member for healthy lifestyles from Cheltenham Borough Council commented that; "As our staff spend so much of their time at work, we have an incredibly important role to play to support their health and wellbeing through ensuring that their working environment and culture is as supportive and compassionate as possible.

"We are delighted to have been awarded the healthy workplace award that recognises our commitment. The accreditation process was really straightforward and the support from the Healthy Workplace coaches really helped to get the whole organisation on board."

If you would like to register your workplace, or find out more information on the Healthy Workplaces scheme, please visit:

[www.hwglos.org](http://www.hwglos.org)

or call the team on:

**0800 122 3788**



## The Energy Savings Trust

offers businesses a wide range of support. Driver Engagement @ Work is a fully funded project supporting organisations to help employees identify the benefits of ULEVs (Ultra Low Emission Vehicles)

- Support for Businesses – fully funded support to determine whether fleets should make the switch to electric vehicles.
- ECO Driving – subsidised training for business drivers
- E-cargo Bike Grant Scheme – grant covers up to 20% of the total cost or £1000 per bike.

Contact [richard.drew@est.org.uk](mailto:richard.drew@est.org.uk)



## Protecting new workers

**Workers are as likely to have an accident in the first six months at a workplace as during the rest of their working life.** Anyone new to the workplace will be facing unfamiliar risks from the job they will be doing and from their surroundings. We have plenty of [advice to protect those new to a job](#), including [six steps to protect new workers](#).

There is also [guidance](#) to help users and suppliers of **agency/temporary** workers, and those workers themselves, understand their health and safety responsibilities



**Health & Safety  
Executive**

## Reporting accidents and incidents at work

**The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) put duties on employers, the self-employed and people in control of work premises to report certain serious workplace accidents and incidents.**

These RIDDOR pages explain [what must be reported](#) and [how to make a report](#).

HSE's leaflet [Reporting accidents and incidents at work](#) explains what is required from employers and provides information about RIDDOR. It includes details about the sorts of injuries, diseases or occurrences that are reportable.

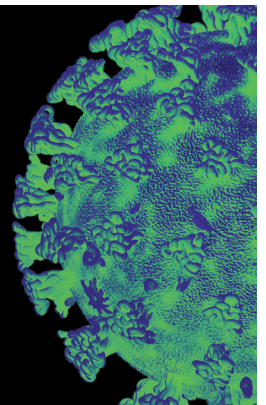


HM Government

**NHS**

**CORONAVIRUS  
STAY HOME  
PROTECT THE NHS  
SAVE LIVES**

Please find the latest COVID-19 updates [here](#)



If you would like to share your organisations good practice on workplace wellbeing in a future newsletter please contact [susan.doran2@nhs.net](mailto:susan.doran2@nhs.net) and be part of improving public health outcomes.