



**WALK AT
WORK
AWARD**



**Healthier
Scotland**

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INTRODUCTION

The Walk at Work Award is aimed at workplaces who want to encourage and promote everyday walking within their organisation.

The award will equip workplaces with the knowledge required to foster a walking culture, provide the right facilities for employees who walk at work, and take part in walking activities through the working day.

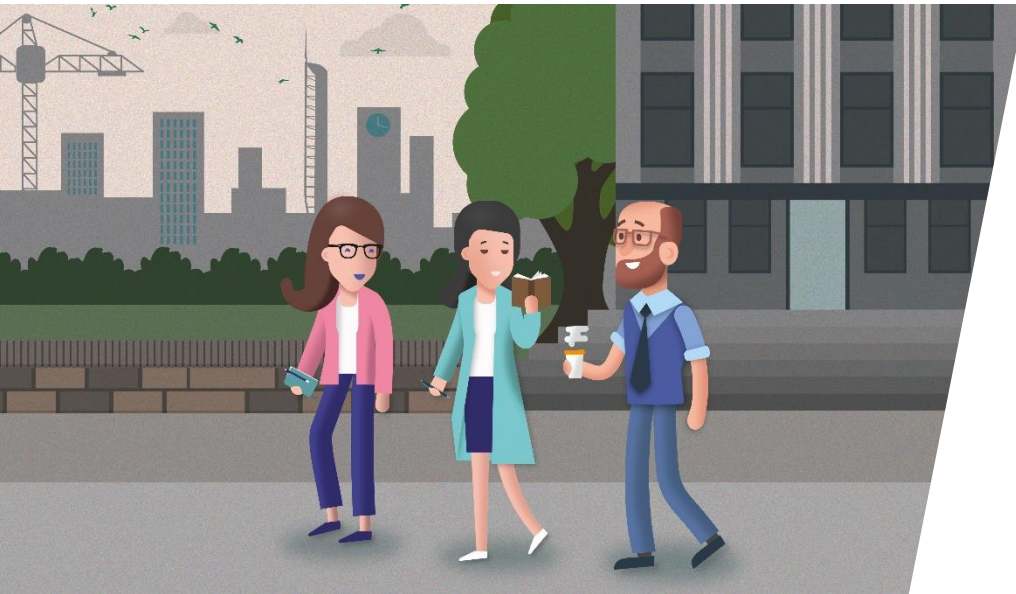
Examples of best practice, templates, resources and signposting to other sources of information will be provided, as well as one-to-one support and guidance throughout the process.

The Walk at Work Award contains three sections:

- **Walking Culture**
- **Walking Community**
- **Walking Facilities**

There is also an opportunity for you to tell us about any great walking initiatives you have in your workplace through the **self-defined action** category.

The Walk at Work Award recognises and celebrates employers who are encouraging everyday walking in their workplace.



WHY WALKING?

Benefits for employees

Walking is good for you, good for the environment and good for business. Adults should aim for 150 minutes, or 2 ½ hours, of moderate intensity activity every week. Moderate intensity activity is any physical activity that causes someone to breathe faster and feel warmer – walking and cycling are great examples of moderate activity.

Alternatively, 75 minutes of vigorous intensity activity a week will achieve the same benefits. Vigorous intensity activity is any activity that causes someone to breathe very hard, feel short of breath and be unable to carry on a conversation comfortably. Running, swimming and tennis are all good examples of vigorous intensity activities.

A daily brisk walk can reduce a person's risk of depression and dementia by up to 30%, lower their risk of

cardiovascular disease, stroke and coronary heart disease by up to 35%, and reduce risk of metabolic syndrome and type 2 diabetes by up to 40%. Daily physical activity also lowers a person's risk of colon cancer by 30% and risk of breast cancer by 20%. Other benefits include improved sleep, reduced anxiety and distress, and better stress management.¹

Benefits for employers

Walking is good for business, too. Evidence suggests that active employees take 27% fewer days sick leave than inactive employees. Physical activity programmes in the workplace can also reduce staff turnover by between 8% and 13% and reduce industrial injuries by 25%.²

Across the UK, 31.2 million working days were lost in 2016/17 due to work-related ill health and non-fatal workplace injuries. Of these, 2.8 million working days were lost due to ill health in Scotland³.

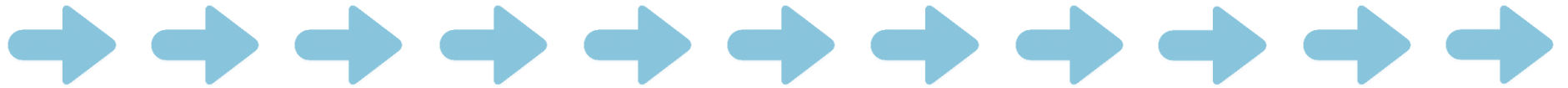
¹ *Start Active, Stay Active: A report on physical activity for health from the four home countries*' Chief Medical Officers. Department of Health, 2011.

² *Let's make Scotland more active: A strategy for physical activity*, Physical Activity Task Force, 2003.

³ *Labour Force Survey 2016/17*, HSE, 2017.



THE AWARD PROCESS



STEP 1

Register for Walk at Work Award

STEP 2

Meet with Paths for All Development Officer, receive resource pack and develop action plan

STEP 3

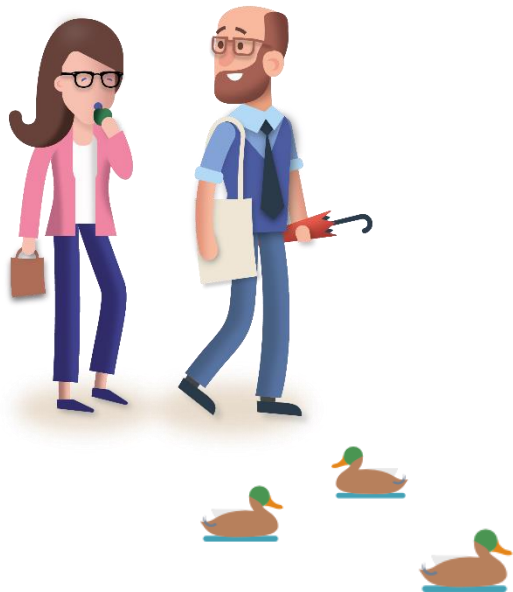
Carry out 5 actions across 3 categories over 6 months

STEP 4

Meet with Paths for All Development Officer and submit evidence of actions taken

STEP 5

Receive Walk at Work Award



Theme	Action required (5 actions required in total across 3 themes to achieve award)	Evidence required	Tick actions to complete
Walking Culture	Provide evidence of the achievement, or progression towards, a similar award such as: <ul style="list-style-type: none"> • Healthy Working Lives Award • Cycle Friendly Employer Award 	Copy of award letter or certificate	
	Encourage staff to take an active role in leading workplace walking activities, by carrying out actions such as: Create a walking champion role in a staff wellbeing/healthy living committee, or assign workplace walking promotion duties to an existing, relevant role within a staff committee. Attend a “Walk at Work” course (at least 1 member of staff).	Name of Walking Champion and responsibilities Date of course	
	Encourage staff to walk more at work, by carrying out action such as: Carry out a staff travel survey to find out how staff travel to work Provide visitors with information on how to access your building or site by walking and public transport Provide staff with information on how to access your building or site by walking and public transport, including information on how to access local transport facilities, green spaces and other organisational premises.	Copy of survey Information on website Information in staff induction	
	Self-defined action - Tell us about any extra walking initiatives that you have within your workplace.		

Theme	Action required (5 actions required in total across 3 themes to achieve award)	Evidence required	Tick actions to complete
Walking Community	Organise an activity which involves improving the walking environment in your local community, such as: Organise a litter pick, register with Clean Up Scotland at Keep Scotland Beautiful Take part in a conservation task run by your local Ranger service Volunteer to look after a section of the National Cycle Network	Photos of the event, articles from press, posters, newsletters or any other event promotion.	
	Organise a walking activity which involves bringing your workplace together, such as: Take part in the Autumn or Spring Step Count Challenge Take part in the Sustrans Scottish Workplace Journey Challenge	Date of participation	
	Encourage staff to take part in walking activities within their workplace and local community, by carrying out an action such as: Circulate information on a regular basis about walking events, activities, and the benefits of being active in staff news, intranet or in a dedicated e-bulletin	Copy of articles circulated	
	Self-defined action - Tell us about any extra walking initiatives that you have within your workplace.		

Theme	Action required (5 actions required in total across 3 themes to achieve award)	Evidence required	Tick actions to complete
Walking Facilities	Encourage staff to be more active during their working day, by providing facilities such as: At least one standing desk Display posters which encourage physical activity, such as walking meetings and using the stairs	Photos/ Site visit	
	Encourage staff to walk to work more, by providing facilities such as: An area in which to dry wet coats, shoes and umbrellas Umbrellas and pedometers for staff to borrow	Photos/ Site Visit	
	Encourage staff to walk more during breaks, by carrying out actions such as: Create a lunchtime walking club, or a programme of lunchtime walks Allocate time for walking breaks during the working week	Photos Copy of staff policy	
	Self-defined action - Tell us about any extra walking initiatives that you have within your workplace.		

FREQUENTLY ASKED QUESTIONS

Who is the Walk at Work Award for?

The Walk at Work Award is for any workplace, whether from the private, public or third sector, that wants to promote and encourage everyday walking. Whether your workplace has just a handful of employees or is a big open-plan office full of people, located in the centre of a city or in a remote rural area, there's always actions you can take to help people to walk more.

How do I find out more?

Get in contact with us:

By email: WalkAtWork@pathsforall.org.uk

By phone: 01259 218888

How long does it take to achieve the Award?

Your workplace will be given a minimum of 1 month and a maximum of 6 months to achieve an Award. If, during this time, you become concerned that it will take longer than 6 months for your workplace to complete the Award, please get in touch with us at the earliest opportunity as we may be able to help.

Does it cost anything to take part?

No, the Walk at Work Award is free to take part in.

Are there different levels of award, such as bronze, silver and gold?

Not at present, although examples of best practise and innovative ideas will be shared in our monthly e-newsletter.

My employer is spread across many different sites. Are all sites covered by one Walk at Work Award?

As the Walk at Work award is specific to individual workplaces, each site must complete the Walk at Work Award separately.

I'm interested, but I'm unsure if this is suitable for my workplace. What else can I do to encourage workplace walking?

The Step Count Challenge is a workplace walking challenge run by Paths for All. Participants sign up in teams of 5, track their steps using smartphones, activity trackers and pedometers, and record their steps on the Step Count Challenge website. There are two national challenges running in Spring (8 weeks) and Autumn (4 weeks), and we can also set up bespoke challenges for individual organisations. For more information, email WalkAtWork@pathsforall.org.uk.

Walk at Work training is a 1-day training course designed to give participants the skills, knowledge and confidence to organise and lead short works from their workplace. This course is useful for people who wish to set up a lunchtime walking club or similar. Contact us for more information.

RESOURCES AND SUPPORT

One-to-one support

Paths for All will provide advice, support and guidance throughout the process of achieving a Walk at Work Award. After you have registered your interest online, we will contact you to arrange an initial meeting to discuss the award and develop a suitable action plan tailored to the needs of your workplace.

Training, templates and case studies

Paths for All can provide access to Walk at Work walk leader training courses, templates for staff travel surveys and walking champion role descriptions, infographics and posters. A monthly newsletter will also feature case studies from other workplaces, and workplace walking news and events.

Award certificate

After your workplace has completed an action plan and submitted evidence, you will be presented with a printed Walk at Work Award certificate.

Resources from other organisations

There are many online resources available from our partner organisations which could help you to achieve the Walk at Work Award.

Healthy Working Lives Award:
<http://www.healthyworkinglives.com/award>

Cycling Scotland's Cycle Friendly Employer Award:
<https://www.cycling.scot/our-programmes/cycle-friendly/employer>

For planning walking routes

WalkIt: <https://walkit.com/>

Ramblers' Medal routes: <http://www.ramblers.org.uk/go-walking/routes-and-places-to-walk/medal-routes.aspx>

Google Maps: <https://www.google.co.uk/maps>

Scotland's environment web map:
<https://map.environment.gov.scot/sewebmap/>

For volunteering opportunities

Sustrans' volunteering opportunities:
<https://www.sustrans.org.uk/volunteer>

Keep Scotland Beautiful's Clean Up Scotland campaign:
<https://www.keepsotlandbeautiful.org/local-environmental-quality/clean-up-scotland/>

Scottish Countryside Rangers Association's list of local Ranger services: <https://scra-online.co.uk/contact-us/>

ABOUT PATHS FOR ALL

Paths for All is the charity that champions everyday walking in Scotland. Our aim is to significantly increase the number of people who choose to walk in Scotland whether that's leisure walking or active-choice walking to work, school or the shops. We want to create a happier, healthier Scotland, where physical activity improves quality of life and wellbeing for all. Find out more about us at www.pathsforall.org.uk



Paths for All Partnership is a recognised Scottish Charity No: SC025535 and a Company Limited by Guarantee No: 168554 incorporated 19 September 1996 at Companies House, Edinburgh. Registered Office: Office 8, Forrester Lodge, Tullibody Road, Alloa FK10 2HU