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How to Walk the Block - feedback

Find a route New walkers

Step Up at Work - #1 How to Walk the Block

Name of your workplace


Agree Neutral Disagree Strongly disagree
 Agree Neutral Disagree Strongly disagree
 Agree Neutral Disagree Strongly disagree

3 hours a day? Step Up at Work is a series of fun and easy activities that highlight a different activity for you to try. You can choose the activity that suits you best.



How to Walk the Block


Get your work mates active with this simple and fun event!



- 1 Pick a date and time to Walk the Block
- 2 Pick a route for a 20 min walk
- 3 Spread the word via email, posters, reminders etc
- 4 Walk the Block! (then repeat weekly if possible)

TIP: How about making the event more fun by having getting your workmates motivated with some music hits? eg. Walk like an Egyptian, Walk the Line, Footloose etc.

For more information and resources, please visit www.victoriawalks.org.au/stepupatwork

Victoria Walks Inc. P: +613 9667 1326 | E: info@victoriawalks.org.au | W: www.victoriawalks.org.au Funded and supported by 



Free and easy to use
Step by step resources
How to instructions
Feedback forms

1. Step Up at Work – Preparation checklist

This information is intended as a guide only. Please adapt it to suit your needs.

<input type="checkbox"/> Review Step Up at Work	<input type="checkbox"/> www.victoriawalks.org.au/stepupatwork (also read the Organiser's section)
<input type="checkbox"/> Get the 'go ahead'	<input type="checkbox"/> Discuss with managers, CEO, HR or OHS staff etc
<input type="checkbox"/> Register your workplace	<input type="checkbox"/> www.victoriawalks.org.au/Stepup_register_your_workplace/
<input type="checkbox"/> Allocate tasks to colleagues who can help you organise and promote the activities	<input type="checkbox"/> _____ - take <input type="checkbox"/> _____ - route <input type="checkbox"/> _____ - head <input type="checkbox"/> _____ - help
<input type="checkbox"/> Dates	<input type="checkbox"/> Identify a suitable 5 week period <input type="checkbox"/> Pick the same day of the week for each week <input type="checkbox"/> If your workplace uses electronic activity on the same day for the 5 Tuesday – Walking meeting etc)
<input type="checkbox"/> Promotion	<input type="checkbox"/> Identify key locations to put up posters <input type="checkbox"/> Where applicable - use staff intranet <input type="checkbox"/> Put up photos of participants to encourage others
<input type="checkbox"/> Be inclusive	<input type="checkbox"/> Consider adapting the activities to suit all abilities

[Feedback forms](#) [Resources and contact details](#)

2. Step Up at Work – Activity schedule

This information is intended as a guide only. Please adapt it to suit your needs.

Week	Activity	Task list
Preparation	Introduction - Step Up at Work	<input type="checkbox"/> Check off as many items in Preparation Checklist as possible <input type="checkbox"/> Send Email 1
Preparation	Prepare/Walk the Block	<input type="checkbox"/> See How to Walk the Block <input type="checkbox"/> Decide on date, time and location for Walk the Block <input type="checkbox"/> Send Email 2 as early as possible to give staff plenty of notice <input type="checkbox"/> Put up Walk the Block posters <input type="checkbox"/> Finalise preparations for Walk the Block day (walk the route, play music, lunchtimes in the week beforehand to generate excitement? eg. Walk like an Egyptian, Footloose, I Will Walk 500 Miles etc)
1	Walk the Block	<input type="checkbox"/> Walk the Block! <input type="checkbox"/> Take photos of participating staff <input type="checkbox"/> See How to start a walking group <input type="checkbox"/> Discuss suitable day, time and meeting spot for Walking Group, who to lead, where to walk etc. <input type="checkbox"/> Put up Walking Group posters
2	Walking group	<input type="checkbox"/> Send Email 3 <input type="checkbox"/> Walk with Walking Group! <input type="checkbox"/> Take photos of participating staff <input type="checkbox"/> See How to conduct a walking meeting

3. Step Up at Work - Email template

This information is intended as a guide only. Please adapt it to suit your needs.

Email 1 – Get ready to Step Up at Work

Do you remember those Workhealth checks a few months ago? Want to know the results? (insert a few relevant results)...

How does this compare with statistics across the state?

- 73% of Victorian workers do less than the minimum 30 mins of physical activity a day
- 40% of Victorian workers have a high, or very high risk of developing Type 2 diabetes or heart disease.

Pretty scary huh? The good news is that we can do something about it. What's more, it might even be a bit of fun!

Over the next few weeks, we'll 'Step Up at Work' with a series of fun and social activities to become more active at work. Please stay tuned for more.

Want a sneak peak at what it's all about? See [what's so bad about sitting all day](#) and check it out.

These activities are brought to you by Victoria Walks, a charity that's all about inspiring Victorians to get back on their feet. Visit www.victoriawalks.org.au for more information.

Email 2 - Get ready to Walk the Block

Let's kick off our efforts to Step Up at Work by Walking the Block!

Why should I Walk the Block?
 Did you know that every adult is supposed to have a minimum of 20 minutes of physical activity...



Step Up at Work

Tips & ideas for more active workplaces

Information sheet

1. What is Step Up at Work?

Step Up at Work is all about getting employees to become more active at work. We provide you with free and easy to follow resources to promote 5 simple activities to employees over 5 weeks.

The activities are inclusive, social, fun and simple to organise, and can easily be adapted to your organisation's needs. This Do-It-Yourself program is a great way to kick start a healthier, more productive workplace.

Register your organisation to get the ball rolling - www.victoriawalks.org.au/Stepup_register/

2. How does Step Up at Work benefit your organisation?

The business benefits of healthy and active employees include:

- Higher productivity
- Fewer insurance and worker compensation claims
- Fewer workplace accidents
- Improved staff morale
- Lower staff turnover
- Lower retirement, training and orientation costs
- An improved ability to cope with workplace changes.

3. Who's behind Step Up at Work?

Step Up at Work is created by Victoria Walks - Victoria's walking health promotion charity. Our mission is to get more people walking, every day. Victoria Walks is funded and supported by VicHealth. Please visit www.victoriawalks.org.au for more information.

4. What happens after Step Up at Work is finished?

Victoria Walks will provide you with results from feedback surveys so that you can gauge employee participation and interest in the activities. This report will give you an indication of what worked, what didn't, and what can be done to help staff keep active at work.

www.victoriawalks.org.au/stepupatwork

(03) 9667 1326 or email info@victoriawalks.org.au