 [](https://protect-eu.mimecast.com/s/MhXjCADJyi1jPDUQk1Pi?domain=businesshealthmatters.org.uk/)

Business Health Matters

The Business Health Matters initiative is available to all businesses in Lancashire.

The programme will enable your employees the opportunity to undertake the Workplace Health Champion Training course. These courses are offered with no cost to the employer.

**Workplace Health Champions Training**

Poor health in Lancashire has a huge impact on local businesses, the economy and health service. By empowering employees to drive change in the workplace, we are supporting businesses in maintaining healthy teams, reducing absence and staff turnover as a result of poor health.

The workplace Health Champions Training will allow a member of your staff – or more if you wish – to attend an accredited training course that teaches them how to be an effective workplace health champion that enables them to put on activities within the workplace with the aim of reducing stress and sickness. The training will look at the variety of activities that can be planned to suit your nature of business, the resources available, the requirements and abilities of colleagues and how to motivate and encourage colleagues to participate.

With many employees suffering from burnout, stress (both work and personal related) and mental health, the workplace health champion will be able to plan activities that promote a healthy mindset with the aim of reducing sickness levels within your staff whilst encouraging a healthier lifestyle. The workplace health champion will be able to use their skills and knowledge to obtain what their colleagues would like to participate in and how to reflect on each activity to ensure it has been effective. This could be organising activities before and after work or during lunch breaks, organising competitions such as treasure hunts or chair based activities. Your workplace health champion will understand the difference between high and low impact activities and plan accordingly.

Whilst the Level 2 and Level 3 Workplace Health Champions Training is free, there is a commitment expectation from the employer that the duties of the workplace health champion is not seen as an “add on” of responsibilities – but rather – they are given allocated time within their working week to plan and co-ordinate activities.

**Level 2 Workplace Health Champions Training Course**

**Duration** – 1 day (9.30 – 5pm)

**Course Structure** – Understand the importance of workplace health to employees and employers

Understand the role of a workplace health champion

Understand the factors affecting physical and mental health

Understand key behaviour changes (relating to mental health)

Understand the need to safeguard adults as a workplace health champion

Understand key elements in planning and preparing for a physical activity

Understand how to measure the success of an activity

Through the duration of the Level 2 course, there will be a variety of activities and information which will enable all learners to complete the qualification workbook. All workbooks will be collected so that they can be externally marked and – upon confirmation the course has been passed – the learner will receive their certificate electronically.

**Level 3 Workplace Health Champions Training Course**

**Duration –** 3 days (this will not be 3 consecutive days as there will be short assignments that will need to be completed. The 3 days will be split over a matter of weeks but all 3 days will be 9.30 – 5pm)

**Course Structure** –

Day 1 structure is the same as the Level 2 with an assignment being given to be completed before day 2 – conduct research and gather insight into the needs of the workforce relating to sport or physical activity

**Day 2** – Understand different mental health conditions and how to identify them in the workplace

Understand the importance of healthy eating and consider the context in the workplace

Demonstrate how to conduct research into the needs of the workforce relating to activities

Plan and run a workplace health campaign

Understand the elements of health and safety and risk assessments when planning activities

Understand – and develop – the fundamentals of movement for participants

Assignment – to be completed for day 3 – plan an activity for participants

**Day 3 –** Learners will facilitate their planned activity which will be assessed

Through the duration of the Level 3 course, there will be a variety of activities and information which will enable all learners to complete the qualification workbook. All workbooks will be collected so that they can be externally marked and – upon confirmation the course has been passed – the learner will receive their certificate electronically.

**Criteria for signing up to the Business Health Matters Programme**

* You can express your interest in either the basic skills or Workplace Health Champions course via the form that Great Places has given to you.
* If you wish to submit your area of interest form at a later date, these can be emailed to [hidie.taylor@greatplaces.org.uk](mailto:hidie.taylor@greatplaces.org.uk)
* We will then send your express of interest to Active Lancashire (the contract holder) who will then contact you for further information.
* As this is an ESF funded programme there are certain stipulations that must be checked to confirm eligibility which will be:

Your employee is a paid member of staff with a payslip

You are responsible for paying tax/ NI contributions