

PENINSULA

Top tips for home working

Staying fit and healthy through COVID-19 is vital for your physical and mental health. Here are our top tips to maintaining an optimally functioning immune system and protecting your wellbeing while working from home.



Food

A functioning immune system relies upon vitamins and minerals – particularly Zinc, vitamins A, C and D.



Routine

Start and close the day with a routine. Get dressed, go for a walk, prioritise your jobs.



Keeping in touch

This is the big one. We all need to talk to others. If physical contact isn't possible, use technologies like Skype, WhatsApp or Microsoft Teams (do this rather than phone - it is easier to see how someone is).



Monitoring as a manager

Think about the nature of the job, the individual and culture. Establish whether you need to measure and monitor hours, or output or both.



Workstation

You may not have the perfect workplace or equipment, but get a supportive chair, or consider a stand-up desk.



Work environment

Find a space away from the living room if possible and definitely not your bedroom. Try setting up near a window for natural light. A plant helps.



Communicate

Managers, don't be too task-focused. Ask how someone is and be genuinely interested in the answer. Life is messy (especially right now) and we need to embrace this.



Regular breaks and exercise

Every 25 minutes, get up and stretch, breathe, go outside, or go up and down the stairs - anything to move your body.



Fresh air

Get out of the house once a day for a walk, run or cycle, while maintaining the government recommendations on social distancing.



Minimise distraction

We produce much better work when we are focused on one thing. Move your phone out of the way and get rid of all the apps which distract you.

Ensure you wash your hands regularly with soap and water for at least 20 seconds, drying them thoroughly. Use alcohol-based hand rub if you don't have immediate access to soap and water.

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Five exercises to do at your desk

Stay active and avoid aches and pains by practising these five exercises that can be done from your desk (or dining room tables) at home.

- 1 Leg extensions**

While sitting on a chair, lift one of your legs until it's straight out in front of you. Hold for as long as you are comfortable, then lower and lift the other leg. Repeat 10 times. Try counting how long you can keep your legs raised, and see if you can increase the time a little each day. Next, lift one foot a few inches off the floor, keeping your knee bent at 90 degrees. Again, hold until it becomes uncomfortable then switch to the other leg.
- 2 Shoulder rolls**

Starting in a position of proper alignment, roll your shoulders up, then back, then down in a fluid motion. Repeat this movement 10 times, and then reverse it, rolling forward 10 times.
- 3 Neck rotations**

Relax your shoulders and lower your chin until it touches your chest. Take a deep breath in while rotating your head very slowly clockwise. When your head is as far back as you can get it, slowly begin to exhale while circling your head back to rest your chin on your chest again. Do this five times clockwise, then five times anti-clockwise to relax and stretch tense neck muscles.
- 4 Back twists**

Sit up straight and put your left hand on the small of your back, with your elbow bent. Twist to the left as far as you can comfortably. Change to the right side and repeat. Keep switching from side to side and always move slowly and smoothly. Don't jerk or force yourself to twist further than is comfortable.
- 5 Punch the air**

Punch the air above your head with both arms for intense 30-second bursts - it's a great way to release stress and get your heart beating faster. Next, punch the air in front of you, then to the sides and finish with 30 seconds overhead again.

Here are some additional tips for moving more when you're working from home:

- Instead of sitting for phone calls, stand up and walk around as you take them.
- Don't keep water on your desk, walk to the kitchen to get a drink whenever you feel thirsty.
- Get active on your lunch break by going for a walk, run or doing a 20-minute YouTube workout.

For further support and information, contact our Health & Safety advice line on: **1890 252 923**