GET UP AND MOVE!

Simple Tips for Primary Sitting or Standing Work Settings

General Guidelines: Change position 3-5 minutes of every hour you are doing sustained sitting or sustained standing.

Ideas to keep you moving during the day:

- Set up an Outlook Calendar recurring hourly meeting to get reminders on your monitor screen for stretch breaks or set an alert on your smartphone.
- Walk down the hall to talk to a peer versus emailing.
- Take the stairs to and from your workspace at beginning and end of the day and at breaks.
- Instead of eating lunch at your desk, find and walk to a different location of interest.
- Schedule “stand up breaks” in meeting agendas.
- Find a walking buddy to help encourage one another to move at breaks and before or after work.
- Turn informal conversations into an opportunity to “walk and talk” or try using a phone headset and walk while you talk at home or work.
- Place the printer across the room.
- Think of phone call as an opportunity to practice balance; stand-up and balance on one foot then the other.
- Engineer activity into your day by looking for “work cycles” as natural times to take stretch breaks or change positions.
- Use a laptop, iPad, or tablet in standing. Place the item on a shelf, on top of a bookcase or any other surface that is about elbow height. Use for 15-30 minute periods as a change in position.
- If you read books, magazines or other paperwork, place the reading materials on a tilted holder on a shelf or podium that is slightly above elbow height.
Summer Safety Tips

Although every day is a good day to play outside, a sunny summer day may be the best day for outdoor play. However, it also brings some safety concerns. The following are things to think about to make your summer play safe and fun.

Sun Safety
- Avoid extended sun exposure between 10am and 4pm.
- With approval from parents, apply sunscreen SPF 30 before play.
- Because of sensitive skin, infants under 6 months should not wear sunscreen and should be kept in the shade.
- Plan outdoor activities in shady areas. Use umbrellas, awnings and trees for shade.
- Use protective clothing like hats, sunglasses, and light long sleeve shirts.

Over-Heating
- Limit activity to 15 minutes, if heat index reaches 90 degrees as determined by the National Weather Service, and
- Make sure children are well hydrated before and during play. Water should be available while playing but at least offered, every 20 minutes. Avoid drinks with heavy caffeine and/or sugar content.

Bug Safety
- Check the play area daily for insect nests.
- Remove standing water.
- With parents’ permission, use insect repellent containing DEET (do NOT use on children under 2 months old).
- To remove a stinger, gently scrape with credit card or fingernail. Use cold wash cloth or ice with barrier to reduce swelling.
- After a sting, watch for allergic reaction and get medical help if child has difficult breathing, swelling or severe rash.

Playground Safety
- Check daily to make sure the area is clean and safe for before play.
- Check for rusty or broken parts that may pinch or trap body parts.
- Check level of ground fill. Make sure the level is deep enough to reduce injury.
- Cover sandbox or rack before play.
- Supervise children at all times.

Bicycle Safety
- Bikes should be spokeless, capable of being steered, size-appropriate, and in good condition,
- Always use safety equipment, such as helmets and padding,
- Make sure the riding area is safe, secure and out of traffic.

Talking Points for Parents
- Get parent permission for use of sunscreen and bug spray. Share your policy.
- Ask parents to apply sunscreen in the morning to help with compliance.
- Share that practicing sun-safe behavior during childhood is the first step in reducing the chances of getting skin cancer later in life.

Social and Learning Opportunities
- Outdoor play gives children the opportunity for learning in a different environment, and
- Outdoor play encourages children to develop gross and fine motor skills in ways that are difficult to duplicate indoors.

Resources: download a playground safety checklist and other sample health and safety policies at www.iide.indiana.edu/ecc/res-health.htm
American Academy of Pediatrics: www.aap.org or 847-434-4000.
Information consistent with Caring for Our Children 2002: http://nrc.uchsc.edu

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