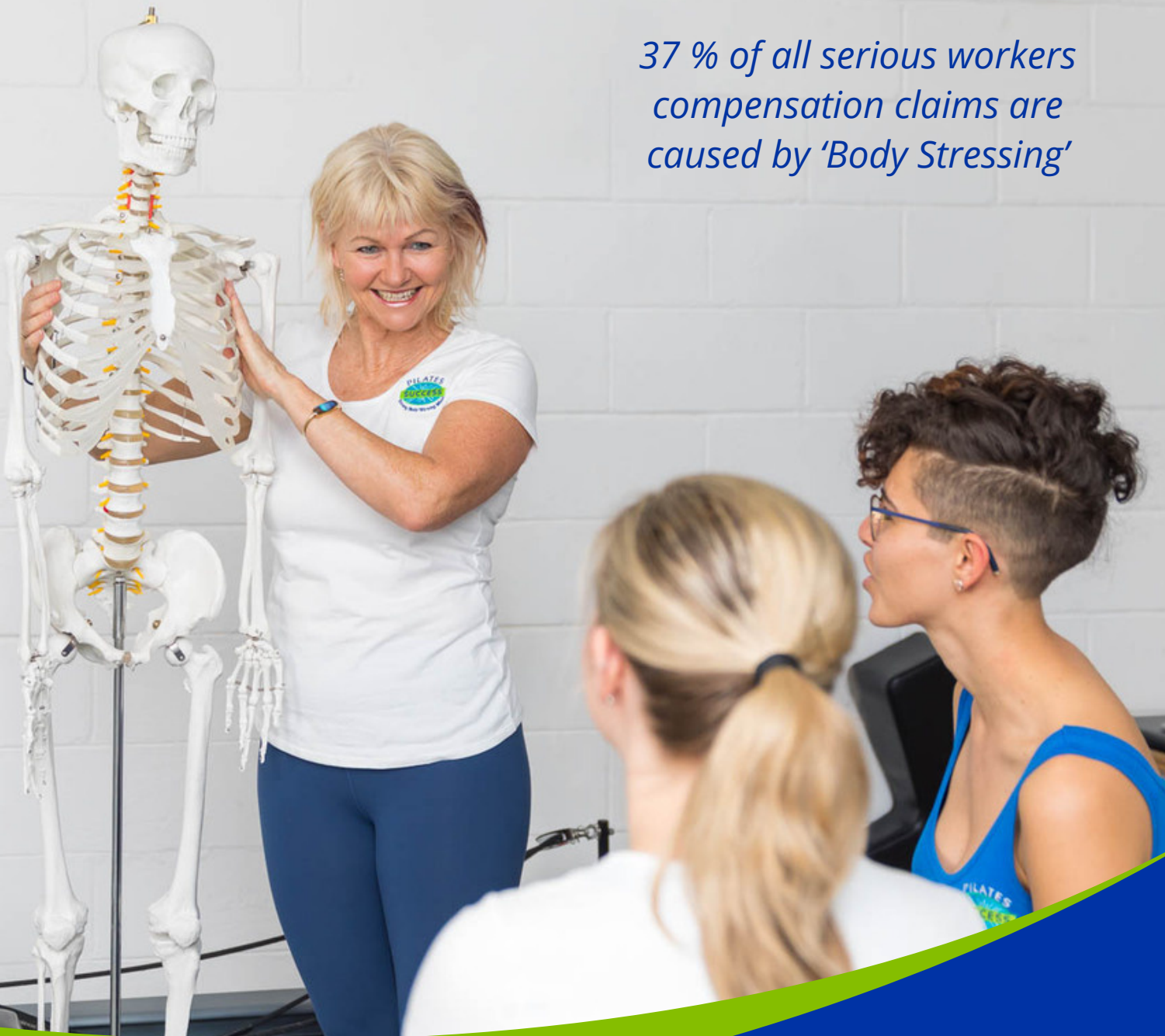





# Healthy Office Bodies

**A system to improve productivity,  
reduce sick leave and prevent injury.**

*37 % of all serious workers  
compensation claims are  
caused by 'Body Stressing'*





## WHY THIS SYSTEM OF WELLBEING IS IMPORTANT?

Do you ever experience debilitating **BRAIN FOG**?

Brain fog is where you hit the energy wall just after lunch in the afternoon (maybe its late in the morning), you lack concentration and can barely get through the day?

Maybe you experience exhausting **PHYSICAL PAIN** after sitting immobile at your desk for hours on end?

What about **STRESS**, are you so busy working super long hours, you hardly know how to relax and seem to be constantly on?

If you said YES to any of these symptoms then chances are your team are also experiencing one or more of these non-productive, injury and illness causing, financially draining symptoms.

And this is just scraping the surface of the unhealthy impacts of working in a sedentary office and or remote based business, organisation or institution.

The good news is, that all of this can be prevented, let me share with how.

Please read on .....



## Welcome to HEALTHY OFFICE BODIES Plus Bonuses

Hi my name is Sandra,

I am thrilled to share with you this movement and wellbeing system that is designed for office, hybrid and remote workers. This system of movement is an accumulation of and based on my years of teaching Pilates to bodies that have turned up at my Pilates studio worn out physically and mentally by their working life and faulty workplace postures.

Each themed session will include all of the **key postural pain points** that are predominantly affected such as the back, neck, shoulders, hips and the mind PLUS have a **speciality target topic**.

e.g., Depending on the session topic of the 30 or 45 minute session 10 – 15 minutes will be dedicated to the key pain points before we move into the **speciality target topic**. This holistic approach will ensure the attendees will leave the session feeling energised in the whole body rather than just one area of the body.

Another benefit of this approach is that over the period of the program attendees will build their movement confidence and knowledge as the sessions build on from the previous in a system of layered learning.

This system of preventative mindful movement is designed to educate attendees to build awareness and they will be encouraged to be more proactive with their individual workplace postures.

All routines and repertoire will be delivered in a standing position with some options for seated, they are easy, suitable for beginners and all fitness levels. Education of safe body movement are filtered throughout every session for attendees benefit and safety.

Following is the list of **speciality target topics** and a full description of each of the 12- sessions.

*Yours in a strong mind and body*  
**Sandra Leigh**



## 12 SPECIALITY TARGET TOPICS

1. Healthy Office Backs
2. Feel Great Shoulders
3. Improving Neck Function
4. Happy Hips
5. Activate Core Stability
6. Move Your Limbs
7. Seated Office Routine
8. Hands and Wrists – To Improve Keyboard Function and Productivity
9. Reduce Face, Jaw and Eye fatigue
10. Calm Your Day
11. Energise Your Day
12. Qi Flow Routine

### BONUS CONTENT

- 7 Principles for Safe Movement
- Safe Office Posture and Ergonomics
- One For the Ladies - How to Improve Pelvic Floor Function



## TESTIMONIALS

*"We had the pleasure of experiencing Sandra Leigh 's Healthy Office Bodies sessions that she presented to our networking group Bobby's Business Club.*

*Sandra is a professional presenter and wealth of knowledge in her area of expertise. I particularly love that she is focusing on helping people who work in remote environments create healthier, stronger bodies.*

*I highly recommend Sandra's program and look forward to her sharing more of her work with our network and my business. "*

### **Bobby Semple**

Simplified Recruitment Services

Bobby's Business Club

[www.simplifiedrecruitment.com.au](http://www.simplifiedrecruitment.com.au)



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*"The feedback from our team's Healthy Office Bodies sessions with Sandra, was very positive.*

*Working remotely and from one's desk, you can easily forget the importance of stretching, giving the body and mind, a break and time out from the computer.*

*It was also nice to be together as a team and connect with one another again. Sandra's experience and enthusiasm for her craft is obvious, and our team look forward to our next session.*

*Thank you very much Sandra! "*

### **Amber Davis-Gates**

Vibe Manager Impact Multimedia

[www.impactmultimedia.com.au](http://www.impactmultimedia.com.au)





## TESTIMONIALS...

*continued*

*I attended Bobbies Business Club lunchtime network meet-ups. As someone that can easily sit at the desk for up to 12 hours most days, I was really looking forward to Sandra's Healthy Office Bodies session.*

*Sandra shared practical and full of really interesting tips that I never even heard of before. Sandra moved at a great pace and I felt considerably more relaxed and stretched by the end of it.*

*The more remote work we do the more we can forget to move.*

*What Sandra offers is perfect for those of us that want to keep healthy but find it challenging to make time. A workplace with Sandra's experience would greatly benefit.*

**Antonella Spatola**

WISDOM FOR WOMEN – ESD AUSTRALIA



*I really appreciated the Healthy Office Bodies sessions with Sandra Leigh. It was an opportunity to take a break on my schedule and run through stretches and the exercises that you gave us.*

*First and foremost, I thought my body didn't have any tension and was perfectly fine before the session. It was only during the session and doing the exercises you gave us that I really realised that there was some hidden tension that needed to be released.*

*The stress and strain stretched out and it was just absolutely so valuable to my day. The exercises were quick and easy to do, the instructions were clear and it was a lovely interactive session.*

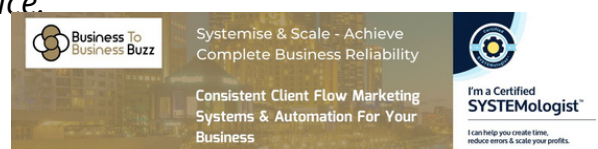
*I learnt exercises that I'll be returning to and it has really helped me to learn about my sitting position at work, in front of a desk all day long.*

*Thank you very much, I highly recommend your service.*

**Nomiki Georgiadis**

Certified Systemologist

Business To Business Buzz



## TARGET TOPICS

# FULL DESCRIPTION

### 1 Healthy Office Backs

This session is designed to build awareness of correct posture, improving spinal length to reduce injury, degeneration and painful back conditions.

The upper and lower back have different workplace challenges, the lower back (lumbar) taking the weight of the whole body and is the region of the spine that has highest level of disc injury due in many cases to lack of core strength & faulty postures.

While the upper spine (thoracic) if left unattended and uncared for will over time lead to painful forward posture, shoulder and neck problems.

This session will have a strong focus on stretch and mobilisation of the whole spine, both lumbar and thoracic and offer core strength work and balance exercises.

Building back strength of the important spinal extensors will assist in reducing these debilitating spinal conditions.



## 2 Feel Great Shoulders

Shoulders that are stuck in forward posture because of sitting at a desk all day can cause painful shoulder dysfunction that is slow and costly to repair.

Desk jobs cause tight pectorals (chest muscles) that contribute to rounded shoulders, tight biceps can cause a shortening of muscles at the elbow joint and can lead to painful and common tendonitis type conditions in this region.

Tight forward posture shoulders can cause bursitis at the shoulder joint, reduce range of mobility, cause shoulder joint impingement, contribute to rotator cuff tears, reduced shoulder strength and increase neck problems that are also closely related to shoulder issues.

These common conditions greatly impact our ability to perform simple everyday tasks like reach for a high shelf, pick up a box or file folder. In this session we will stretch and mobilise the arms, shoulders and thoracic regions.





## 3 Improving Neck Function

Neck pain and a lack of turning range will greatly impact your focus and ability to concentrate in the workplace.

This is high on the list as the most problematic area in the body that is caused by poor office ergonomics and workplace postures. Add to that the addiction we have with our smart devices that cause our chin jutting forward 'text neck' type posture.

This digital disease is the perfect storm for chronic neck pain and potentially long-term damaging structural problems such as neck spurs, blurred vision, disc degeneration, headaches and migraines. Building awareness through postural re-education and practicing realignment of the cervical spine is crucial to the prevention of this insidious phenomenon.

Like all muscular skeletal injuries and conditions ignoring this region will potentially come at a high cost if left unattended. This area needs a special focus to correct the imbalance that this repetitious workplace position causes.

**Improving Neck Function** by spending time practising easy mobility and stretching exercises will pay dividends to this region in no time. Understanding also that building core strength is key to all corrective work.



## 4 Happy Hips

Painful hips are such a common problem area for any office bound desk worker. Tight hip flexors are the most common imbalance caused by sitting and can cause a range of painful conditions not only in the hip region but also the lower and upper back.

Over tight hip flexes can cause a misalignment of the pelvis that causes a lordosis of the lumbar (increased curvature) This postural imbalance causes a shortening of the lower lumbar muscles, weakened glute and abdominal strength that can greatly contribute to instability of the pelvis.

Instability of the pelvis can cause damage to the vertebrae discs. All of the above can contribute greatly to the development of painful hip bursitis's that can then affect our gait.

If all of this is left unattended, damage to the hip joint is likely and that leads to hip replacement. Hip replacement is very common in Australia and is entirely preventable (as is most common muscular skeletal conditions) Our sad statistics show that we have a higher rate of hip replacement compared to that of our Asian counterparts.

In this Happy Hips session, we will mobilise and stretch both the hip and glute musculature. There will also be a focus on building glute and core strength which will help stabilise the pelvic area.

This will greatly reduce the risks associated in this region, reduce pain, improve comfort and mobility.



## 5 Activate Core Stability

Building core stability is the number 1. Key action we need to focus on in order to keep our spine healthy and reduce back pain. Each and every muscular skeletal imbalance will benefit from improving core strength.

When we improve our core strength it aids in realigning the spine and every joint in the whole body.

Another way of saying this is to bring the body back into its anatomically correct position. When we realign the posture this way, it reduces wear and tear on our joints and spine, it also enables the body to function at its functional best.

Sitting in an office chair for 8 hours a day reduces spinal length and compresses the discs. Under this pressure and over time the discs can degenerate and this commonly causes painful injury.

This session will teach you how to **activate core stability** to create a healthy lengthened spine that will last you your lifetime



## 6 Move Your Limbs

This fun session will give you the opportunity to move your limbs, specifically your arms and legs for both strength and balance.

Starting the session with a focus on the upper limbs to get our upper body mobilised and core activated. We will then practise a combination of but not limited to, standing lunges, calf raises and a variety of fun squats.

This routine is designed to work out your hips, legs, calves and glutes for strength. We will finish the session with a delicious stretch routine that consists of a variety of quad, inner thigh, hip, hamstring and lateral stretches. This session will motivate you to get out of your office chair and **move your limbs** and whole body.



*Injury and musculoskeletal disorders accounted for  
87% of serious claims in 2019-2020*

## 7 Seated Office Routine

In this session, you will be encouraged to learn how easy it is to move your body throughout your working office day.

All too often it is easy to use the excuse, that “because I work, I cannot move my body.” This is completely untrue as a chair is actually the perfect place to exercise when you know how.

You will learn some easy spine twists, lateral side body, spine, hamstring stretch, glute stretches and core strength work in this position.



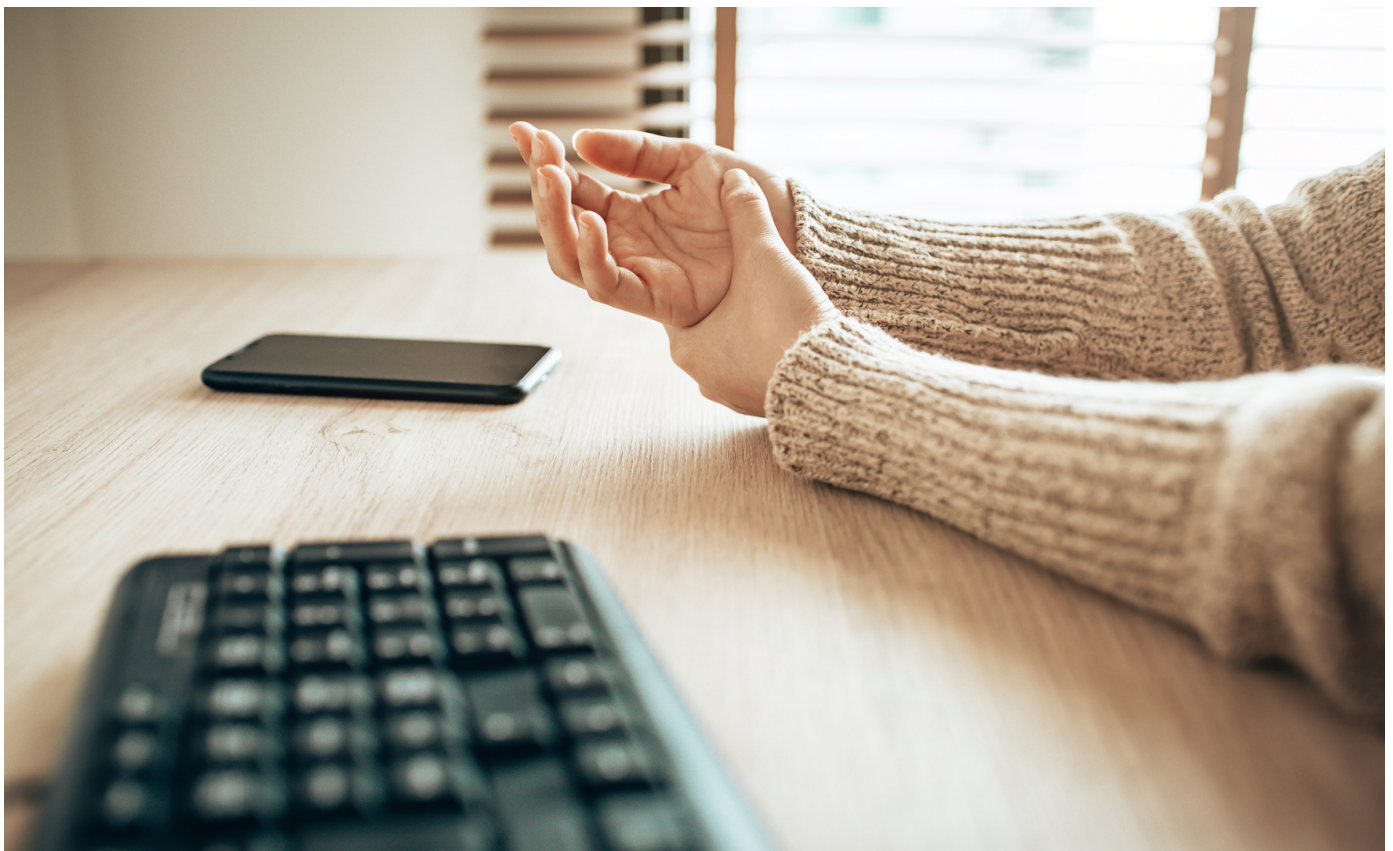
***Claims for mental stress in the workplace rose  
by 137 %***

## 8 Hands and Wrists – To Improve Keyboard Function and Productivity

Dysfunctional fingers, hands, wrists and forearms can impact productivity as this can cause a pain, lack of agility and mobility. You may also develop the ' oopsey ' where as you lose grip and strength and start to accidentally drop things.

There is also the potential development of conditions such as a RSI - repetitive strain injuries such as carpal tunnel syndrome, elbow tendinitis, and arthritis in the small joints of the fingers.

In this session, you will learn some easy stretch and mobility techniques of these small joint regions that all too often get ignored by other mainstream movement modalities.



***Median time lost for a serious claims increased by  
40 % from 5 to 7 working weeks***

## 9 Reduce Eye, Face and Jaw Fatigue

Eye fatigue is caused by many factors in the office environment. Poor room lighting, screen lighting too bright or too low, overuse by staring at the screen for too long, incorrect ergonomics, incorrect optometry prescription, late nights, stressful working environment, over working and a lack of hydration all have a massive negative impact.

The impacts are commonly but not limited to, blurred vision, loss of vision, fatigue headaches, migraines, lack of focus, reduced productivity and worst-case illness and disease. The above stressors also have a direct impact on the musculature of the face and jaw.

In this specialty session you will learn some gentle easy release tools and techniques that will reduce eye, face and jaw fatigue.

These techniques will help you reduce tension and release pain in these commonly and mostly ignored stressed areas of your body. When you learn these techniques you will improve focus, concentration increase energy, and have new tools to power through your working day.



## 10 Calm Your Day

Most working environments are stressful and Covid has made it even more so. There would be very few businesses or industries if any that have not been impacted in some way. Whether it's boom or bust, both scenarios bring a unique set of challenges to any working environment that can affect our mental well-being.

Staff shortages, equipment shortages, angry customers, working long hours, not exercising, poor diet, illness, family stress, money stress and the end result of all of this is that mental illness skyrocketing.

In this session we will teach you how to **calm your day** so that you can find a calm state of being at any point in time, it will help you stay focused at work and be more present for the people you love.

Calm always starts with the breath; calm breathing activates the parasympathetic nervous system and bring you a sense of well-being. Building the calm muscle takes practice, just like building strength does. In this meditative style session, you will be taken on a journey of calm and relaxation.

You will be guided by tools that will teach you to switch off from your stressful life and be truly present in the moment. Mindfulness has been shown to reduce stress and improve mental health outcomes.





## 11 Energise Your Day

This energetic session will give you a new lease on your working day. After working through the all-important warmups where your neck, shoulders back and hips will be taken care of, you will be shown some really cool tools to power you through your working day.

A working day can be exhausting, especially in the afternoon, after lunch when you hit that wall, you know the one I'm talking about. In an ideal world, we would have a siesta just like the Mexicans, but unfortunately, we have not really developed very well in this area.

The energy crash can happen at any time of the day and has many variables. Overworking, late nights, alcohol, drugs, emotional, physical psychological stress, diet and hydration all play a role in how much energy we have throughout the day.

Having the tools and the ability to power up your energy when you feel flat is a secret work place weapon that will give you the advantage to draw upon when you need.



## 11 Qi Flow Routine

I have saved my favourite routine to share with you until the last. It gives me great pleasure to introduce you to the Qi Flow Routine

This session has a very deep, special place in my heart and I am humbled to share it with you. I had the opportunity and spent some time practising Qigong over one of the most stressful times of my life, the Covid period.

This practice gave me hope that in my present and future I can dive even deeper with myself and my clients to find another level of peace and well-being. Qigong helped me ground physically, emotionally and mentally, like nothing else has before.

It has helped me find a deeper meaning in mindful movement that is the perfect blend with my Pilates practice and I am excited to share this with you.

This routine is a combination of Pilates and Qigong flow. This is my own work, shared with you from my inner knowing and knowledge of how mindful movement heals, calms, brings strength and empowerment to those who are open to accepting it.





## BONUS CONTENT

### ● 7 Principles for Safe Movement

In this session I will teach how and why the 7 Pilates Principles keep our bodies safe in every environment.

Pilates is a 'method of movement' that is so unique and transforms the body in ways that other movement styles do not.

### ● Safe Office Posture & Ergonomics

In this session you will learn to utilise the principles of Pilates to create a safe physical work environment.

Drawing from the unique principles of breath, centering, alignment, stability, breath, precision and flow will support you to keep your body happy in this sedentary environment.

With a focus on your seated workplace posture, you will learn how to be more aware of how you use your physical body so that you can use it safely in the workplace.

When we build this awareness and knowledge base, we can each take personal responsibility that will help to reduce injury and damage to your muscular skeletal physical body.

***“Economic evidence shows workplaces can save more than \$4 for every \$1 invested in mental health interventions through increased productivity and reduced costs”***

## ● One For the Ladies - How to Improve Pelvic Function

This bonus' ladies 'topic applies to every single woman. A weakened pelvic floor can happen at any age and it happens naturally with age.

It is not dependent on whether a woman has had a baby or not, though it most certainly can be accelerated through vaginal trauma caused by childbirth.

Improving Pelvic Floor strength has a direct impact on deep core stability, and our ability to maintain a healthy muscular skeletal posture, core strength starts with the pelvic floor,

Though many people do not talk about this, a weakened pelvic floor has many demoralising and often painful impacts on a woman.

Back Pain, urinal leakage, pain and suffering sexually, and a lack of strength overall. Who would even know that it relates to the Pelvic Floor? But it does!

This session will breakdown piece by piece the components on how to build a strong Pelvic Floor to increase stability and postural strength to give you confidence.

***Employees in white-collar occupations have higher proportions of claims for mental disorders and mental stress than blue-collar employees.***

### **Statistical sources:**

- NSW mentally healthy work place strategy to 2022
- Australian Workers Compensation statistics 2019 - 2019



## ABOUT YOUR TRAINER

Sandra's qualifications are varied, she has a vast background in small business management, customer service, retail, sales, personal and business coaching, professional body work and has undertaken the following trainings and certifications:

- Master Practitioner of NLP (Neuro-Linguistics Programming)
- Master Results Acceleration Coach Performance Consultant
- Trainer of NLP
- Presentation & Platform skills
- Master Ericksonian Hypnosis
- Advanced Subconscious Reprogramming
- Certificate IV in Small Business Management
- Certificate III in Education Support (Teachers Aide)
- Certificate IV in TAE training and education
- Diploma in Professional Pilates
- Intermediate Pilates Certificate
- Pilates Reformer certificate
- Pilates post & pre-natal training
- Pilates small apparatus training
- Pilate's injury rehabilitation training
- Level 1 Qi Gong Health Foundations

*“A body free from nervous tension and fatigue is the ideal shelter provided by nature for housing a well-balanced mind, fully capable of successfully meeting all the complex problems of modern living.”*

**Joseph Pilates**



# HEALTHY OFFICE BODIES

## System of movement and wellbeing

Designed & written by Sandra Leigh Professional  
Pilates Instructor, Teacher, Trainer and Coach.



## SANDRA LEIGH



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