


*Charles Weis, Ph.D.  
County Superintendent of Schools*

Human Resources Branch  
Organization Development

# ***Healthy Steps SCCOE Walking Group Program***



***Earn 350 Vitality  
Points when you  
complete 10  
group walks.***

*Brought to you by* 

## HEALTHY STEPS

### SCCOE Walking Group Program Overview

**Who: All SCCOE staff**

Walking groups of three or more SCCOE regular staff members, registered with Vitality, are awarded Vitality Points (less than three at your site, contact Tricia Zamora ext. 3616 or [tricia\\_zamora@sccoe.org](mailto:tricia_zamora@sccoe.org)).

**Why: It's fun to earn Vitality Points and:**

- 30 minutes of daily physical activity is recommend to be healthy
- Lunchtime and breaks are fun times to fit exercise into our day
- Physical activity reduces stress, improves focus and sleep, strengthens the heart, lowers blood pressure, helps to manage weight and improves overall sense of wellbeing

**How: It's easy**

Form a group of coworkers interested in walking together. Designate a Group Leader. Agree on designated days, times, start date and goals.

Complete 10 walks of 30 minutes in:

- 10 weeks (once per week)
- 5 weeks (twice per week)
- 30 days (several walks per week)

Use the attached Walking Card to keep track your walks.

**Vitality Points**

Vitality members earn 350 Vitality Points for completing 10 group walks.

**Group Leaders:**

1. Send enrollment/waiver form (one for each group member) to [tricia\\_zamora@sccoe.org](mailto:tricia_zamora@sccoe.org) or MS 264 or fax to 408-453-6811
2. Initial each walk on members walking card  
When 10 walks have been completed, send the Vitality Group Event Form (attached) to [tricia\\_zamora@sccoe.org](mailto:tricia_zamora@sccoe.org) or MS 264 or fax to 408-453-6811

*Charles Weis, Ph.D.  
County Superintendent of Schools*

## SCCOE Walking Group Program ENROLLMENT AND WAIVER FORM

*(Please Print)*

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Worksite: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### SCCOE WALKING PROGRAM RELEASE OF LIABILITY

I, **(PRINT NAME)** \_\_\_\_\_, am participating in the SCCOE Walking Group Program; realize that I do so at my own risk. The risks of injuries include but are not limited to; strains, sprains, and trip/fall injuries. I am aware of the importance of having a thorough medical evaluation prior to commencing any exercise program. I understand that this program has nothing to do with work, and participation is voluntary and should be done on my own time. Any medical or other expenses arising out of my participation in the Walking Group Program are my personal responsibility to the extent not covered by any insurance I have chosen to carry.

By choosing to participate you are acknowledging that such risks exist. If you do not completely understand the nature of this release, please contact Tricia Zamora, Employee Wellness Coordinator at (408) 453-3616 for further clarification prior to signing the release.

I release the Santa Clara County Office of Education from any and all liabilities or claims, which I or any of my representatives might have arising out of my participation in the Walking Group Program. This includes medical and other claims arising from my participation in the Walking Program.

**READ BEFORE SIGNING**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

**Return to: Tricia Zamora**

[Tricia\\_zamora@sccoe.org](mailto:Tricia_zamora@sccoe.org)

**MC 264**

**or fax to 408-453-6811**

**attention Tricia Zamora, Employee Wellness Coordinator**

## Walking Safety Tips:

Keep safety in mind as you plan when and where you walk.

- If you walk at dawn, dusk, or night, wear a reflective vest or brightly colored clothing.
- Be aware of your surroundings. Walk in the direction of oncoming traffic.
- Wear sunscreen even on short walks and during overcast days.
- Leave the valuables back home and for your personal safety, don't wear jewelry.
- Carry ID and a cell phone.
- Walk in a group whenever possible.
- Avoid walking in the heat of the day. Always carry water.

Walking with proper form is very important.

- Use good posture. Stand up straight as if you are trying to make yourself look taller.
- Walk with your chin up and your shoulders slightly back.
- Let the heel of your foot touch the ground first then roll your weight forward.
- Walk with your toes pointed forward.
- Swing your arms naturally as you walk.

**Don't Forget to Stretch!**

It is a good idea to stretch after walking, when your muscles are the most warm and flexible.

## Walking Card

1	2	3	4	5
				
6	7	8	9	10

