



The Full Spectrum Centre Limited

Centre for excellence in education,
training, development, holistic health
and well-being.



Client Booklet

This booklet has been designed to help you receive the most benefits from your treatments, manage your stress and promote health and well-being.

This advice is not a substitute for proper medical diagnosis, treatment or care from a GP. Any concerns you have should be discussed with your GP before commencing treatment.

Our services.....

We offer a wide range of **Products and Services**, all of which promote a holistic health and well-being philosophy that connects and balances the physical, mental, emotional and spiritual aspects of life. Some people refer to holistic therapies as being New Age but the history behind holistic therapies dates back some 4,000 years.

Holistic therapies help to treat the symptoms of stress related conditions such as frequent headaches and migraines, tension or stiffness in the neck, back and shoulders, mood swings, over-eating, IBS and sleep problems. But you don't need to be suffering from stress or any other illness to benefit from holistic therapy. Modern living is hectic, you rush around looking after everyone else but when do you take time out just for you?

If you've been suffering from stress, due to moving house, changing your job or career, family problems or simply because of the stresses and strains of modern day to day life, we can help you deal with the symptoms you might be experiencing as a result such as tension or stiffness in the neck, back and shoulders, frequent headaches, mood swings, over-eating and even sleep problems by providing the appropriate treatment option to relieve muscle tension, reduce stress levels, aid relaxation, improve concentration and promote well being.



Holistic therapies offer you the opportunity to relax and take time out for yourself to recharge your batteries.

Healthy Lifestyle Tips....



Exercise

Regular exercise, at least 30 minutes of aerobic exercise 3 times per week.



Healthy Eating

Eat a well balanced diet including whole grains, nuts, fruit and vegetables, avoid fatty or sugary foods. Excess sugars cause frequent fluctuation in blood glucose levels which adds stress to the body's functioning.



Avoid or Reduce Caffeine & Alcohol

Avoid caffeine e.g. coffee, tea, fizzy drinks and chocolate as these can all aggravate anxiety, insomnia, nervousness and trembling. Reduce alcohol and/or drug intake as these can cause headaches and swelling, decrease coping mechanisms and add to depression.



Sleep

Get at least 7 hours of good quality sleep every night as this is the time when the body heals itself.



Relaxation

Spend time each day completing a relaxation technique, day-dreaming, prayer, yoga, meditation, self-hypnosis, whatever feels comfortable for you or regularly have a relaxing holistic treatment such as massage or reflexology.



Take a Warm Bath

Take a warm bath, light some candles, burn some incense and play some relaxing music whilst you soak.

Go for a Walk



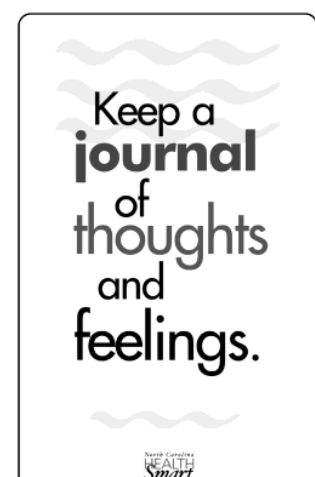
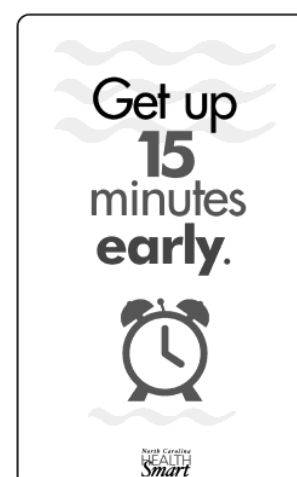
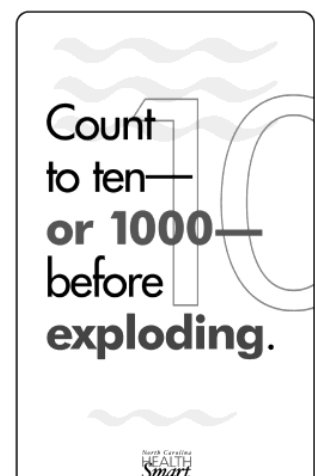
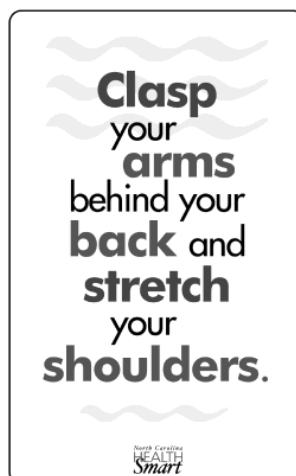
Fresh air can do wonders, or take a holiday just to get away from the things that are bothering you for a short while. Although this will not solve the problem it will give you time to decrease your stress levels. You can then return to deal with the problem feeling more rested and in a better frame of mind.

Get in Touch



Get in touch! Hug or hold hands with someone, stroke a pet. Physical contact is a great way to relieve stress.

Promote Health & Well-being.....



Motivational Quotes.....

"For fast acting relief, try **slowing down.**"

—Lily Tomlin

North Carolina
HEALTH
Smart

"A crust eaten **in peace** is better than a banquet partaken **in anxiety.**"

—Aesop, *Fables*

North Carolina
HEALTH
Smart

"Sometimes it's important to work for that **pot of gold**. But other times it's essential to take time off and to make sure that your most important decision in the day simply consists of choosing **which color to slide down on the rainbow.**"

—Douglas Pagels

These Are the Gifts I'd Like to Give to You

North Carolina
HEALTH
Smart

"There is **more to life** than increasing its **speed.**"

—Mohandas K. Gandhi

North Carolina
HEALTH
Smart

"People become **attached to their burdens** sometimes more than the burdens are **attached to them.**"

—George Bernard Shaw
"Family Affection"
Parents and Children, 1914

North Carolina
HEALTH
Smart

"How beautiful it is to **do nothing**, and to **rest afterward.**"

—Spanish Proverb

North Carolina
HEALTH
Smart

Stress Management.....

What is Stress?

Stress is a naturally occurring reaction of your body to psychological or physical demands of the environment.

- ◆ Stress increases blood pressure, secretions of stimulatory hormones, heart rate and respiration as well as other changes to major body systems. These reactions prepare the body for “fight or flight” from physically dangerous or psychologically threatening situations.
- ◆ Stress can be positive or negative.

Managing Stress

Stress is a process that builds gradually so it is more effective to intervene early on. Try to become aware of the signs that suggest the process has begun. The following tips will help you maintain a healthier lifestyle and prepare you to cope with the stress of everyday living.

Causes of Stress

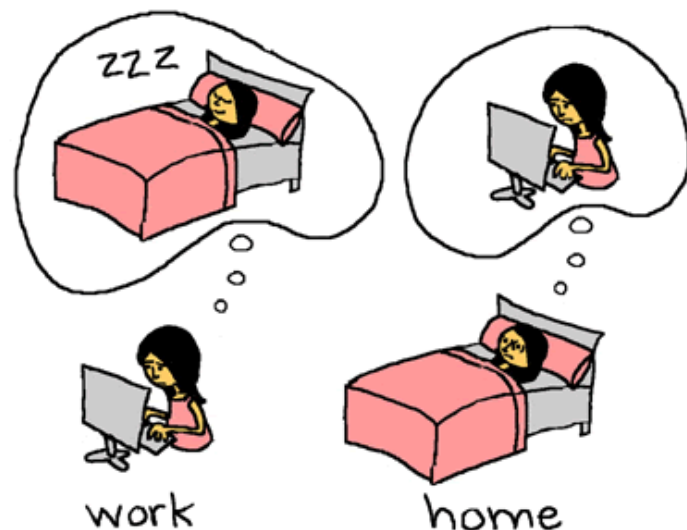
- ◆ **Physical environment** – noise, bright lights, heat, confined spaces.
- ◆ **Social, interaction with people** – rudeness, aggressiveness.
- ◆ **Organisational** – rules, regulations, deadlines.
- ◆ **Major life events** – death of a partner, friend or relative, promotion, redundancy, birth of new baby, moving house.
- ◆ **Daily hassles** – commuting, misplaced objects, mechanical breakdowns.
- ◆ **Lifestyle choices** – caffeine intake, lack of sleep, overloaded schedule, negative self-talk, pessimistic thinking, self-criticism, unrealistic expectations.
- ◆ **Stressful personality traits** – perfectionist, workaholic.

The following are indicators that you may be experiencing stress:

- ◆ Irritability, impatience, frustration, anxiety, nervousness, depression or fear.
- ◆ Insomnia or change in sleep pattern.
- ◆ Increased blood pressure, increased heart rate, chest pains or trembling.
- ◆ Loss of concentration, memory or humor, indecisiveness or confusion.
- ◆ Indigestion, nausea or changes in appetite.
- ◆ Neck, lower back pain, abdominal cramps or muscle aches/stiffness.

Is this you, are you experiencing the signs of stress?

- ◆ Feeling angry, irritable or easily frustrated
- ◆ Feeling overwhelmed
- ◆ Change in eating habits
- ◆ Problems concentrating
- ◆ Feeling nervous or anxious
- ◆ Trouble sleeping
- ◆ Problems with memory
- ◆ Feeling burned out from work
- ◆ Feeling that you can't overcome difficulties in your life
- ◆ Having trouble functioning in your job or personal life



or do you.....

- ◆ Get the urge to over indulge in food, causing obesity or do you have food intolerances?
- ◆ Suffer from chronic skin conditions?
- ◆ Have issues with your sexuality?
- ◆ Suffer the effects of repressed emotions including anger, fear or hate?
- ◆ Suffer from diabetes, thyroid dysfunction or cancer?
- ◆ Feel mentally tired and find you cannot focus or concentrate for long periods?
- ◆ Suffer from frequent headaches and/or migraines?
- ◆ Often feel physically tired, weak and ungrounded?

If you are experiencing any of these symptoms or have answered yes to any of these questions, it's important that you take care of yourself and that's where we can help.

Here at The Full Spectrum Centre Limited and Holistic Healing Hands we specialise in Stress Management.

Massage, Reflexology and Reiki therapies are powerful stress management tools that promote preventative health care, providing instant stress reduction, strengthening of the immune system and relief from muscular tension.

For ancient cultures like the Egyptians and in Eastern countries like India, Japan and China, it was accepted that well being and illness were opposite forces where well being held illness in balance. They realised that their focus should be on achieving balance between the mind, body and spirit as a means of maintaining good health or well being and preventing illness from manifesting itself.

Even if we think we manage our stress effectively, we all need a little bit of 'me' time every now and again to recharge our batteries. An hour, 45 minutes or even just half an hour spent at Holistic Healing Hands allow clients to choose a few hours of pure rest and relaxation, in other words 'me' time.

Reiki is an ancient art of healing by touch using universal life force energy and promotes natural healing on physical, mental, emotional and spiritual levels. It can be used to re-energise, balance and make you feel truly invigorated .

Reflexology is the application of gentle pressure and massage to reflex points located on all parts of the feet. It is based on the belief that these reflex points relate to and mirror the internal organs, glands and structures of the body. Pressure on the feet can therefore affect the functioning of the body and encourage the healing process to begin. It eliminates toxins and induces deep relaxation, improving health and well-being.

Indian Head Massage includes a back, shoulder, neck and head massage, incorporating acupressure points. Massage is the manipulation of the soft tissue of the body to produce therapeutic effects on the muscular, vascular and nervous systems which increases the blood supply and nutrients to muscles; reduces pain, stiffness and muscle fatigue.



20 Alternative Approaches to Stress



1. Yoga, Tai Chi, Qigong
2. Massage
3. Deep Breathing
4. Biofeedback
5. Meditation/Prayer
6. Music/Art Therapy
7. EFT Technique
8. Flower Essences/Oils
9. Homeopathic
10. Light Therapy
11. Crystals or Gemstones
12. Guided Imagery
13. Herbal or Diet Change
14. Acupuncture
15. Self Hypnosis
16. Psychic Healing
17. Energetic or Reiki
18. Counseling
19. Physical Exercise/Sex
20. Chiropractic

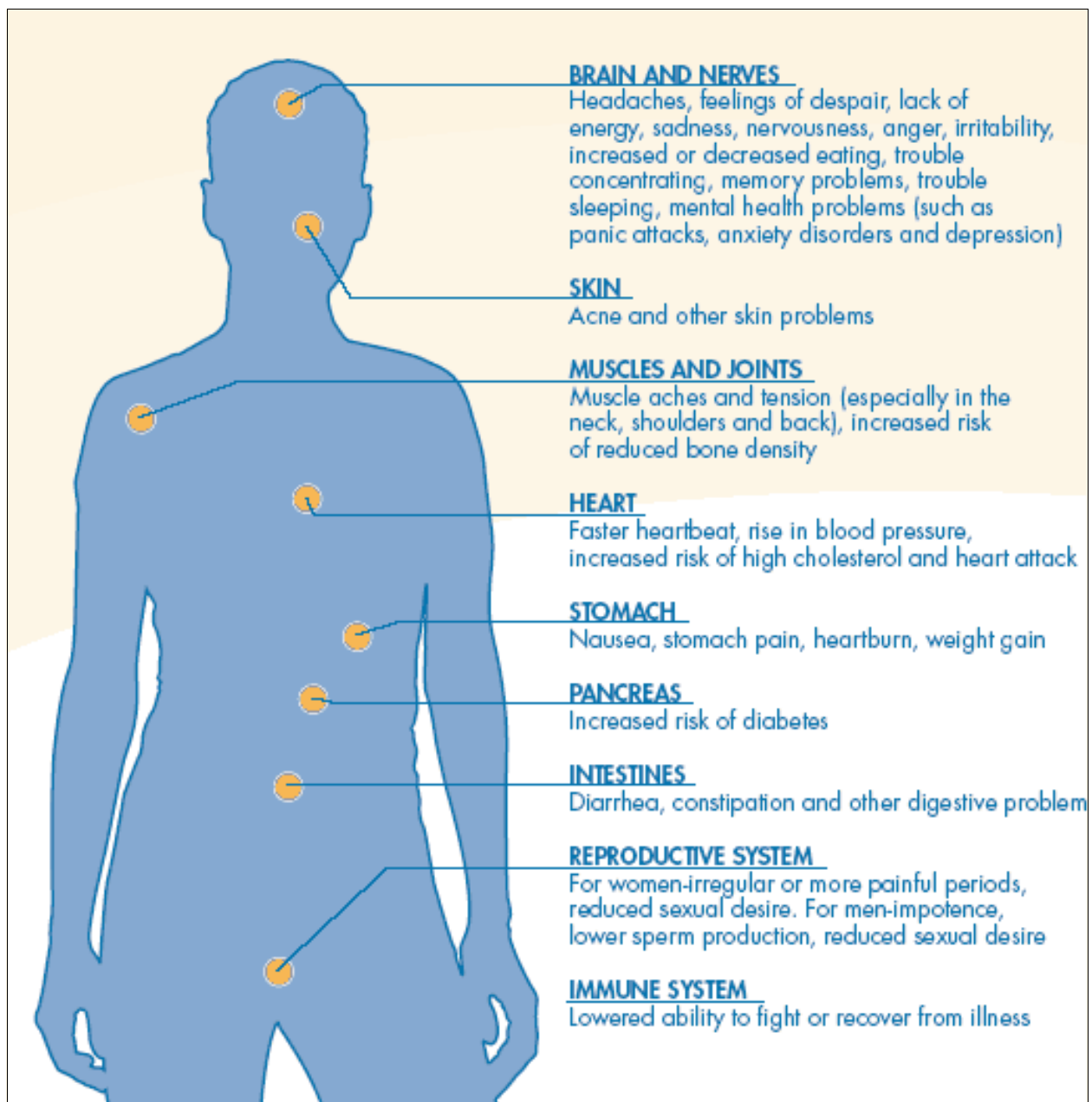
Regardless of the approach chosen your experience with us will always begin with a consultation, so that we can gather enough information to enable us to design the most appropriate treatment plan, from a physical, mental, emotional and spiritual perspective. We recommend that you incorporate regular treatments into your life-style to encourage anti-ageing and longevity, improve vitality and promote holistic health and well-being.

Signs of Stress.....

Constant money worries, long working hours, health problems, feelings of guilt and fear, procrastination, the inability to speak up for yourself, marital problems, confusion about your life in general and reduced vitality all contribute to long term stress. Stress can cause severe health problems and, in extreme cases, can cause death.

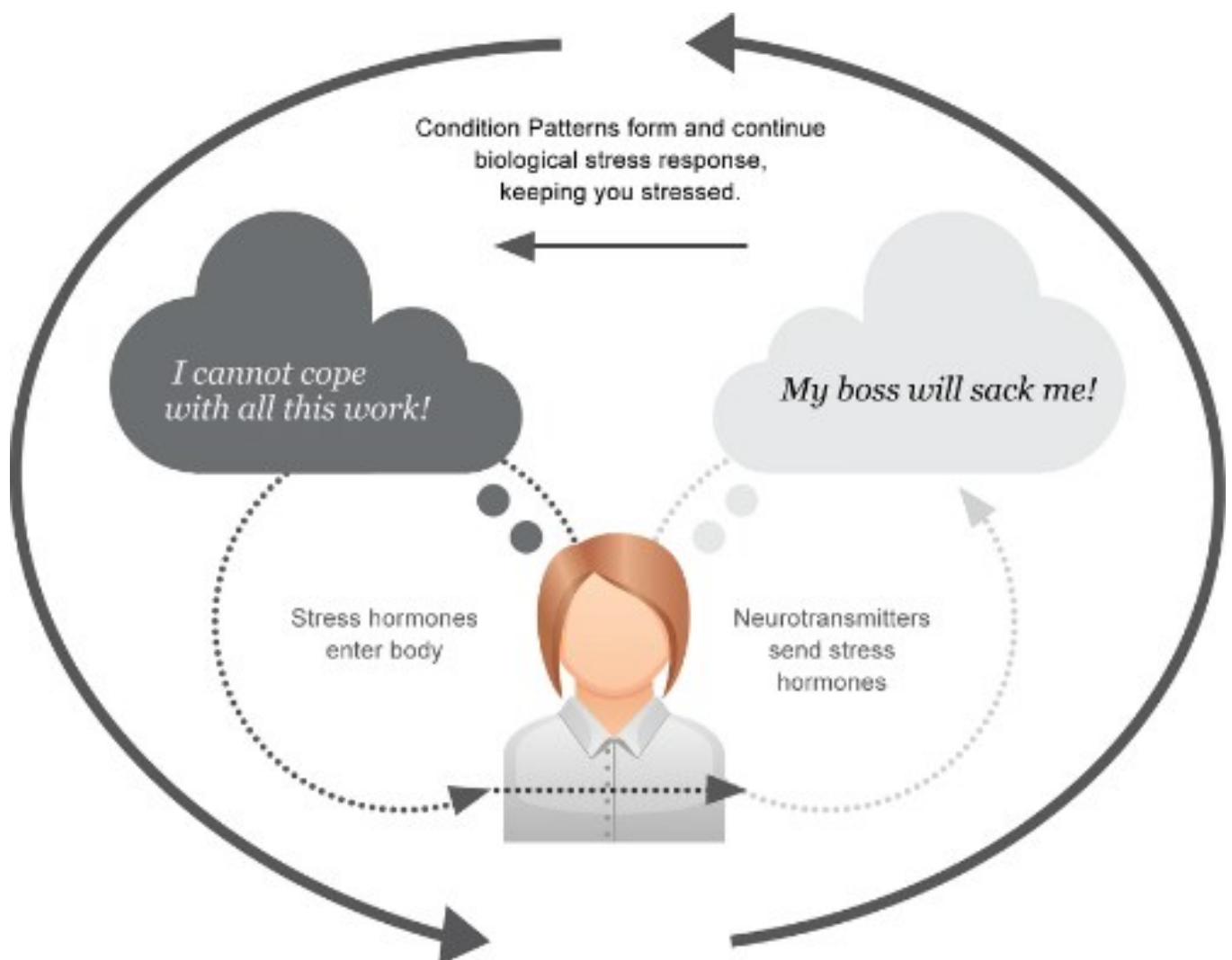
Having stress can cause us to lose our sense of self, and worse our sanity but there are many stress management approaches available. Stress management techniques and changes in diet and/or levels of exercise have been shown to have a positive effect on reducing stress.

If you are experiencing any of these symptoms it's important that you take care of yourself and that's where we can help.



The Stress Vicious Circle

1. After an acute short period or longer period of stress, enough stress hormones are activated in your body and brain.
2. This leads to your body using its 'implicit memory' to remember how to process stress quickly and unconsciously.
3. Stress hormones flood your body and your brain is affected by these hormones and become even more sensitive to perceived stressors.
4. Life is negatively impacted by the condition which leads to experiencing unhappy thoughts and emotions.
5. The thoughts and emotions send messages (neurotransmitters) through your body which your body registers as 'stress' and activates the 'stress response'.
6. As the vicious circle is operating at an unconscious level throughout our whole body we are not aware of it and feel we have no control over it.
7. Our body and mind are now caught up in the Stress Vicious Circle.



In the U.K. it is estimated that 11% of all work absence is attributed to stress.

Here are some important points on recognising and dealing with stress:

What is stress? Stress arises when there is an imbalance between the demands present in our lives and the resources available to cope with these demands.

How do I manage stress? Find the source of any problems. Some common areas include; time constraints/ deadlines, character clashes with others, money problems, sudden/ unexpected changes, excessive responsibilities, spousal problems.

Reactions to stress There are many reactions including; drinking too much, eating too much, inability to sleep, smoking. People who maintain high levels of stress can experience; upset stomachs, tight neck/ back muscles and headaches. Prolonged exposure can even effect your blood pressure, resulting in heart problems.

Coping with stress Think about the causes, accept that you may not have any control, change your attitude and change your perspective.

Think Positively Take action – don't let stress control you, take positive action. Positive self talk – self talking is when we express our thoughts and feelings as we see them. An example of positive self talk is: "I am in control" and "I can meet these challenges". Avoid negative talk such as "I cannot cope" and "This is too difficult".

Time management Make an achievable 'to-do list' and remember that it isn't always possible to get everything done in one day. Break larger tasks up into manageable smaller pieces.

Balance work and family Work to a strict work timetable and stick to the limits you've set. Learn to say 'no' to extra work without feelings of guilt. Always allow yourself time to relax.

Communication incoming and outgoing communication is key, not only for sharing feelings of stress but relaying ideas in order to avoid feeling stressed in the first place.

Stress Management Techniques.....

Relaxation Response

The following is a simple, brief activity that can be used to allow the physical changes of a stress reaction to subside and return to a non-stress state.

1. Sit (or lie) in a comfortable position in a quiet environment with eyes closed.
2. Begin with your feet and relax each muscle group moving up towards the head through the calf, thigh, waist, stomach, arms, chest, neck, face, and forehead.
3. Breathe in through your nose gently pushing your stomach out.
4. Breathe out through your mouth and let your stomach relax.
5. Continue for 10-20 minutes.
6. When finished, open your eyes but remain seated for a couple of minutes.

Progressive Relaxation

The following is a physical activity that can be used for releasing muscle tension triggered as a response to stress.

1. Lie flat on a soft surface or floor with your eyes closed and knees bent.
2. Beginning with your right foot, press your foot firmly to the floor for five seconds, relax for five seconds; repeat with your left foot.
3. Straighten legs out and press the back of your lower right leg firmly to the floor for five seconds, relax for five seconds; repeat with your left leg.
4. Press each of the following areas firmly to the floor for 5 seconds; relax for five seconds (one at a time):
 - ◆ Back of thighs and buttocks
 - ◆ Lower back and shoulder blades
 - ◆ Arms
 - ◆ Back of head
5. Breathe normally as you press and relax.

Releasing Muscle Tension

Exercise 1

- ◆ Lie on your back in a comfortable position and allow your arms to rest at your sides, palms down on the surface next to you.
- ◆ Raise just the right hand and arm and hold it elevated for 15 seconds.
- ◆ Notice if your forearm feels tight and tense or if the muscles are soft and pliable.
- ◆ Let your hand and arm drop down and relax. The arm muscles will relax too.
- ◆ As you lie still, notice any other parts of your body that feel tense, muscles that feel tight and sore. You may notice a constant dull aching in certain muscles.

Exercise 2

- ◆ Lie on your back in a comfortable position. Allow your arms to rest at your sides, palms down on the surface next to you.
- ◆ Inhale and exhale slowly and deeply.
- ◆ Clench your hands into fists and hold them tightly for 15 seconds, as you do this relax the rest of your body. Visualise your fists contracting, becoming tighter and tighter.
- ◆ Then let your hands relax. On relaxing, see a golden light flowing into the entire body making all your muscles soft and pliable.
- ◆ Now, tense and relax the following parts of your body in this order: face, shoulders, back, stomach, pelvis, legs, feet, and toes. Tense each part for 15 seconds and then relax your body for 30 seconds before going on to the next part.
- ◆ Finish the exercise by shaking your hands and imagining the remaining tension flowing out of your fingertips.

Erasing Stress

- ◆ Sit or lie in a comfortable position. Breathe slowly and deeply.
- ◆ Visualise a situation, a person, or even a belief (such as, "I'm afraid to go to the shopping centre" or "I'm scared to mix with other people at parties") that causes you to feel anxious and fearful.

- ◆ As you do this you might see a specific person, an actual place, or simply shapes and colours. Where do you see this stressful picture? Is it below you, to the side, in front of you? How does it look? Is it big or little, dark or light, or does it have a specific colour?
- ◆ Imagine that a large eraser, like the kind used to erase chalk marks, has just floated into your hand. Actually feel and see the eraser in your hand. Take the eraser and begin to rub it over the area where the stressful picture is located. As the eraser rubs out the stressful picture it fades, shrinks, and finally disappears. When you can no longer see the stressful picture, simply continue to focus on your deep breathing for another minute, inhaling and exhaling slowly and deeply.

Tension Release through Colour

- ◆ Sit or lie in a comfortable position, your arms resting at your sides. As you take a deep breath, visualise that the earth below you is filled with the colour blue. This blue colour extends 50 feet below you into the earth. As you inhale, visualise the soft blue colour filling up your feet. When your feet are completely filled with the colour blue, then bring the colour up through your ankles, legs, pelvis, and lower back.
- ◆ Each time you exhale, see the blue colour leaving through your lungs, carrying any tension and stress with it. See the tension dissolve into the air.
- ◆ Continue to inhale blue into your abdomen, chest, shoulders, arms, neck, and head. Exhale the blue slowly out of your lungs. Repeat this entire process five times and then relax for a few minutes.

Quiet Ears

- ◆ Lie on your back with your eyes closed.
- ◆ Place your hands behind your head. Make sure they are relaxed.
- ◆ Place your thumbs in your ears so that you close the ear canal.
- ◆ You will hear a high-pitched rushing sound. This is normal.
- ◆ Listen to this sound for 10–15 minutes.
- ◆ Then put your arms at your sides, actively relax them and go to sleep.

Shrinking Stress

- ◆ Sit or lie in a comfortable position. Breathe slowly and deeply.
- ◆ Visualise a situation, person, or even a belief (such as, "I'm afraid of the dark" or "I don't want to give that public speech") that makes you feel anxious and tense.
- ◆ As you do this, you might see a person's face, a place you're afraid to go, or simply a dark cloud. Where do you see this stressful picture? Is it above you, to one side, or in front of you? How does it look? Is it big or little, dark or light? Does it have certain colours?
- ◆ Now slowly begin to shrink the stressful picture. Continue to see the stressful picture shrinking until it is so small that it can literally be held in the palm of your hand. Hold your hand out in front of you, and place the picture in the palm of your hand.
- ◆ If the stressor has a characteristic sound (like a voice or traffic noise), hear it getting tiny and soft. As it continues to shrink, its voice or sounds become almost inaudible.
- ◆ Now the stressful picture is so small it can fit on your second finger. Watch it shrink from there until it finally turns into a little dot and disappears.

Deep Breathing

- ◆ By concentrating on our breathing, deep breathing allows the rest of our body to relax itself. Deep breathing is a great way to relax the body and get everything into synchrony.
- ◆ Lie on your back.
- ◆ Slowly relax your body using the Progressive Relaxation Technique.
- ◆ Begin to inhale slowly through your nose if possible. Fill the lower part of your chest first, then the middle and top part of your chest and lungs. Be sure to do this slowly, over 8–10 seconds.
- ◆ Hold your breath for a second or two.
- ◆ Then quietly and easily relax and let the air out.
- ◆ Wait a few seconds and repeat this cycle.
- ◆ If you find yourself getting dizzy, then you are overdoing it. Slow down.

- ◆ You can also imagine yourself in a peaceful situation such as on a warm, gentle ocean. Imagine that you rise on the gentle swells of the water as you inhale and sink down into the waves as you exhale.
- ◆ You can continue this breathing technique for as long as you like until you fall asleep.



Deep breathing exercises, visualization, meditation, and other relaxation techniques can all be used to combat stress and relax tense muscles.

Release Tension.....

Simple Yoga Stretch

The following physical activity can be used for releasing muscle tension triggered as a response to stress.

- ◆ Stand relaxed, arms hanging at sides and feet about one foot apart.
- ◆ Tilt your head back and hold for five seconds.
- ◆ Roll your head forward and hold for five seconds.
- ◆ Curl your chest and stomach forward as you bend at the waist; arms dangling for five seconds.
- ◆ Inhale slowly through your mouth as you straighten up. Raise your arms overhead; drop your arms slowly to your sides as you exhale slowly through your



The practice of yoga and meditation may be helpful in managing stress and stabilizing mood

ADAM

Controlled Breathing

The following activity can be used for releasing muscle tension triggered as a response to stress.

- ◆ Lie down with your back flat on the floor and place a book or large magazine on your stomach.
- ◆ Bend your knees and close your eyes.
- ◆ Push your stomach up 2–3 inches and hold for five seconds, then exhale. Repeat several times. Each time you exhale, say “I am relaxed.” Avoid lifting your chest.

Tips to Ease Tension



Work on your attitude – How you react to stress is determined by how you perceive a particular event. Reframe your response by acknowledging that the stress event is outside of you. You are the center and in control; of your response.

Think about something else – Distract yourself to break whatever chain of thought is producing the stress.

Think positively – Think about a success or past achievement.

Take a mental vacation – Visualise or gaze at a postcard or poster of somewhere you would like to be and feel safe.

Get up and leave – If appropriate, leave the stressful situation for a little while. Go out to lunch. Walk around the block. The exercise and space gives you time to recover from the stress response.

Take several deep breaths – Stress and tension tighten muscles. Breathe by pushing out with stomach muscles to bring oxygen and energy into your body. Exhale and let go of the stress.

Playing - Be sure to make time for play. Schedule breaks, down-time, or play-time in your day. Taking time for yourself can help relieve stress and refresh you so you can accomplish more.

Massage target muscles – Recognise which muscle groups you tense up when feeling stress. Have these muscles massaged to break the stress-tension cycle.

Use affirmations – “I can handle this.” “Everyone makes mistakes.” “We are all human.” “Staying calm helps me solve problems.”

Count to 10 – Use the pause to breathe and relax. It will allow a more relaxed response and lower tension in muscles.

Look away – Focus on something at least 20 feet away to let eye muscles change tension.

Press on your temples – Application of acupressure using your fingertips moving in small circles over your temples relaxes muscles elsewhere in your neck.

Drop your jaw and roll it left and right – Notice if you clench your teeth when feeling stress. Yawning and jaw stretches release tension.

Stretch your chest for better breathing – Press your shoulder blades together expanding your chest as you inhale. Relax as you exhale, repeat 4-5 times.

Yell or cry – If the environment is private and safe, emotional release can be healing.

Relax all over – Use progressive relaxation technique, starting with your feet and moving progressively towards your head (feet, legs, chest, arms, neck, head) relaxing each major muscle group one at a time.

Listen to relaxation cd's (natural sounds) or music. Both can promote relaxation and be inspiring.

Be kind – Give someone a compliment or thank someone.

Laugh – Share a joke with someone.

Smile – Smile at someone or even yourself.

Drink water – Get a drink of water.

Time Management



Keeping a Log – Analyse how you spend your time. Keep a log of your major daily activities for several days. Note any delays or interruptions.

Delegating – Are there tasks you currently do that someone else could handle? Ask your children to help out or find a co-worker who wants a new challenge. Remember, how you ask can be as important as what you ask.

Prioritising – Make two lists:

1. Make a list of activities that need to be done and how much time you normally spend on each activity—it could be a daily or weekly list. For example:

- meetings, 1 hour
- shopping, 45 minutes
- phone calls, 30 minutes
- paper work, 3 hours

2. Make a second list of values that are most important to you along with the amount of time you spend on each. For example:

- faith/spiritual, 5 hours per week
- marriage, 5 hours per week
- children, 4 hours per day
- entertainment, 2 hours per week
- physical activity, 20 minutes per day
- hobbies, 1 hour per week
- work, 8 hours per day

Posture.....

Posture is an important part of good health as well as healthy eating, exercising, getting a good night's sleep and avoiding potentially harmful substances like alcohol, drugs and tobacco. Good posture provides us with more energy, less stress and less fatigue because it means our bones are properly aligned and our muscles, joints and ligaments can work as nature intended, our vital organs are in the right position and can function at peak efficiency and helps contribute to the normal functioning of the nervous system.

The long-term effects of poor posture can affect bodily systems such as digestion, elimination, breathing, muscles, joints and ligaments, so a person who has poor posture may often be tired or unable to work efficiently or move properly. Even for younger people, how you carry yourself when working or relaxing can have big effects.

Often poor posture develops because of accidents or falls but can also develop from environmental factors or bad habits. As we become a society that watches more TV than any previous generation, as more people are employed in sedentary desk jobs or sitting in front of a computer, as more cars are crowding our roads resulting in accidents and injuries and as we drive in cars with poorly designed seats our posture becomes poor. A lifetime of poor posture can:

Limit your range of motion – muscles can be permanently shortened or stretched which increases discomfort and pain, often causing headaches and pain in the shoulders, arms, hands and around the eyes.

Decrease lung capacity – reducing the amount of oxygen in your body decreases the space in your chest cavity, restricting efficient functioning of your lungs.

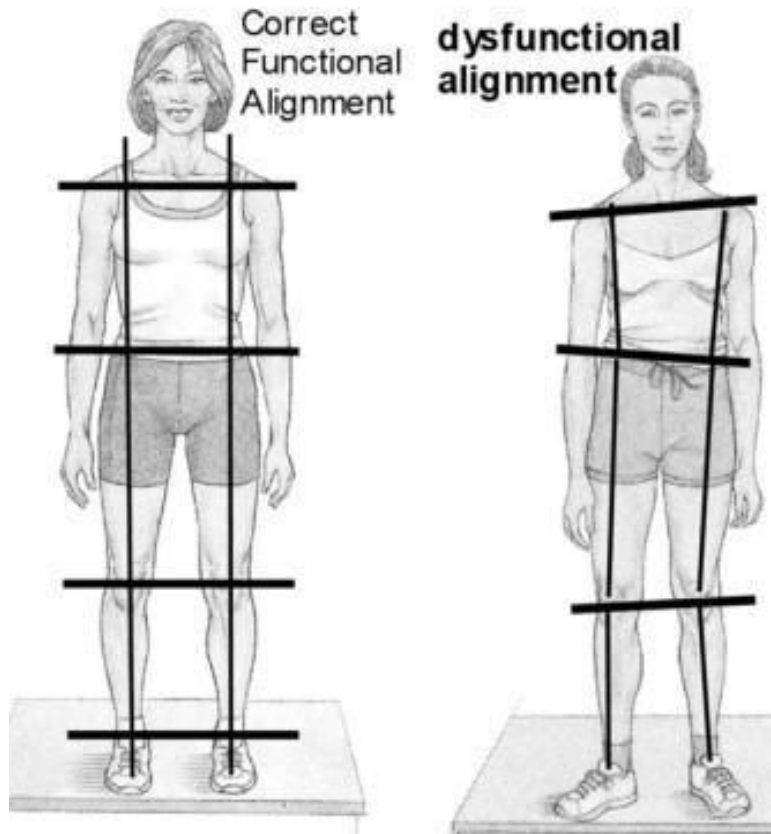
Cause low back pain – one of the most common effects of bad posture.

Cause nerve interference – poor posture can result in misalignment of the spine causing interference in nerve function.

Affect proper bowel function – bowel function, an important bodily task can be affected by poor posture.

Make you look older than you are – when you are slumped or hunched over you can add years to your appearance. Any woman, regardless of age, can help reduce sag in her breasts by nearly 50% by simply standing tall.

How Do I Know If I Have Poor Posture?

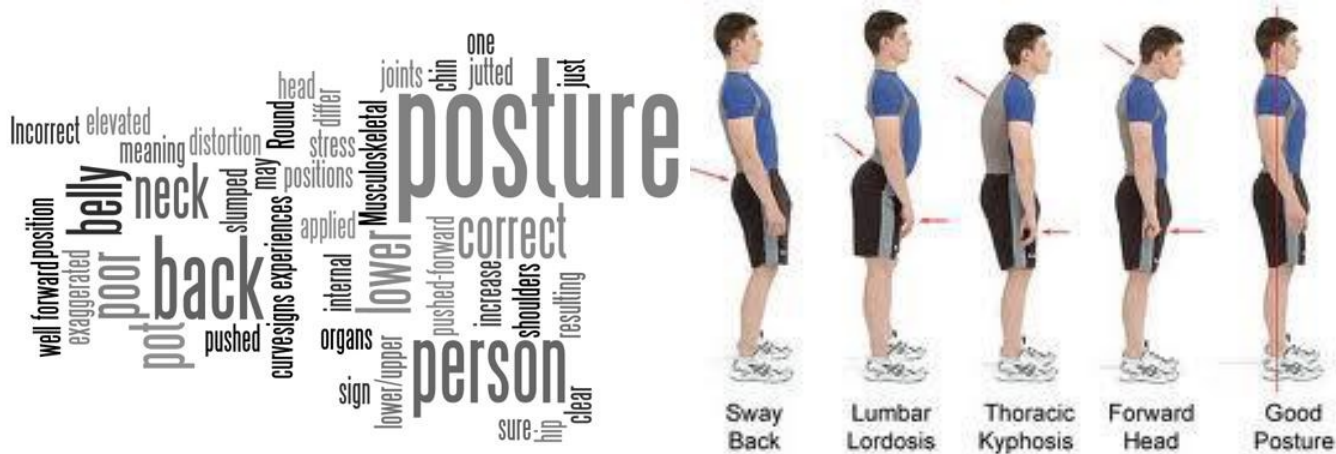


You can do a 'basic check' on your posture quite easily:

- ◆ Stand in a relaxed position in front of a mirror or ask a family member to stand directly in front of you as straight as possible, with arms by the side.
- ◆ Check each of the following body parts carefully to see that they are level with each other: ears, shoulders, elbows, and knees.
- ◆ Alternatively, you can take a full-length photo. Print the photo and then use a ruler to check the horizontal alignment of each of the key points on the body.
- ◆ If you can't draw a straight, horizontal line from one tip of the ear to the other or from one elbow to the other, you are showing dysfunctional or poor posture.

Straighten Up and Stay Healthy!

What does perfect posture look like? Perfect standing posture is when your eyes, chin, collarbone, breastbone, pubic area and midpoint between your ankles are properly aligned. From the side, you can easily see the three natural curves in your back and from the front your shoulders, hips and knees are of equal height. Your head is held straight, not tilted or turned to one side and from the back the little bumps on your spine should be in a straight line down the centre of your back.



Tips for good posture

- ◆ Try to keep your weight down as excess weight, especially around the middle pulls on the back weakening stomach muscles.
- ◆ Develop a regular program of exercise because it keeps you flexible and helps tone your muscles to support proper posture.
- ◆ Buy good bedding as a firm mattress will support the spine.
- ◆ Pay attention to injuries from bumps or falls as injuries in youth may cause growth abnormalities or postural adaptations to the injury or pain that can show up later in life.
- ◆ Have your eyes examined as a vision problem can affect the way you carry yourself.
- ◆ Be conscious of where you work, is your chair high enough to fit your desk? Do you need a footrest to keep pressure off your legs?

Improving Your Posture

When standing – hold your head high; chin firmly forward, shoulders back, chest out and stomach tucked in to increase your balance. If you stand all day at work rest one foot on a stool or take breaks to get off your feet for a while.

When sitting – use a chair with firm low back support. Keep desk or table top elbow high, adjust the chair or use a footrest to keep pressure off the back of the legs and keep your knees a little higher than your hips. Get up and stretch frequently.

When working on a computer – take a one or two minute break every 20 minutes. Keep the screen 20 degrees below eye level.

When sitting in the car – adjust the seat so your knees are higher than your hips. Put a small pillow/cushion in the small of your back.

When sleeping – sleep on your side with your knees bent and head supported by a pillow making your head level with your spine. If you sleep on your back avoid thick pillows under your head instead use a small pillow under your neck. Don't sleep on your stomach.

When lifting – stand close to the object and where possible squat down and straddle it. Grasp the object and slowly lift the load by straightening your legs as you stand up. Carry the object close to your body.

When bending – never twist from the waist. To lift or reach something on the floor bend your knees while keeping your back straight.

Seated / Workplace Posture

The human body was not designed to sit for extended periods of time or work in awkward positions that chronically contract or stretch muscles. A well-designed workstation and proper seated postures are essential in reducing and preventing potential neck, back and shoulder problems.

Employers have a duty to provide safe working conditions and stress-free work environment for all staff, which includes the provision of information and training for employees about workplace posture and ergonomics. Poor posture at work is a major cause of back pain, workplace stress, repetitive strain injury, resulting in lost time, reduced productivity, poor employee health, low morale, and higher costs.

Listen to your body. Why do people 'grin and bear it'? Because they are not listening. Discomfort and pain are telling you something. In particular, with musculo-skeletal matters, the pain and discomfort are telling you that something is not right, something is out of alignment, or something is moving in an incorrect way.

Pain is subjective. There are many cases of people with quite severe injuries that they hardly notice, whilst other people with injuries in the same area but to a lesser degree may be in agony. It is noticeable that when a person is concentrating, they may even temporarily put themselves in the position of not feeling the pain. Indeed, it can take a very long time for the body to 'get through' to the mind and make the point that something is not right. Unfortunately, all this time the damage is getting worse. So it is worth treating the messages of discomfort and pain positively, by listening to them.

Don't expect ergonomic equipment on its own to solve the problem, anyone can habitually slump in even the best chair in the world. The principles and outlines of human bio-mechanics combined with movement training and exercises are an effective and long-lasting form of prevention, requiring a degree of application.

Even if we are not in direct control of our discomfort - for instance, our equipment is ill-designed - we are usually in a position to talk to someone who is in charge so that something can be done. In the workplace, we have a legal duty to report problems whilst the employer has a duty of care towards the employee.

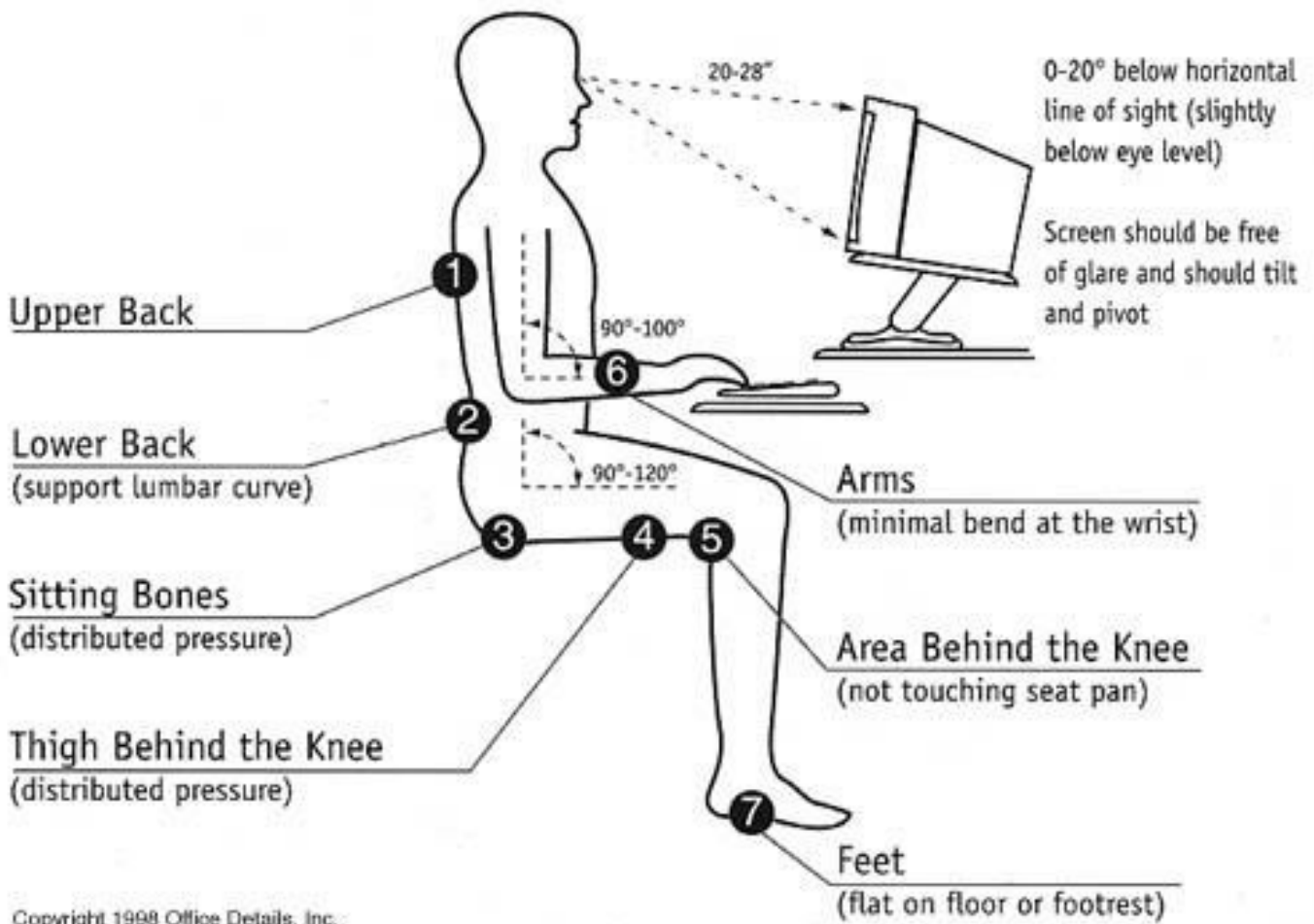
In particular, **it is essential that if you have tingling, pins or needles, numbness or discomfort in the fingers, wrists and/or hands, ask for expert medical opinion to be sought immediately. It is not enough to rely on the opinion of someone who does not have this training.**

The Health and Safety (Display Screen Equipment) Regulations 1992 as amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002 not only require employers to carry out assessments, but also that users are 'provided with adequate health and safety training in the use of any workstation upon which he may be required to work'.

The UK HSE guidance on the regulations (ISBN 0-7176-2582-6) suggests a six-step approach to this training including

1. user awareness in correct and timely detection and recognition of hazards and risks
2. simple explanation of causes of risk mechanisms of harm (i.e. poor posture)
3. user-initiated actions to bring risks under control including training on posture
4. arrangements for bringing problems out into the open and doing something
5. information about the regulations to be given to users, and
6. the user's duties.

Throughout the regulations there is mention of the importance of users taking control (generally a principle in effective health and safety policy) and of the importance of good posture. It is understanding of good posture that seems often to prove a sticking point in effective implementation of the regulations. Without good posture, the best assessment in the world will not prevent discomfort, pain and injury. So a fundamental element in actually complying with regulations is the effective and knowledgeable training in posture.



- ◆ A large enough workspace allows you to avoid poor posture when answering the phone, moving files from cabinets, etc.
- ◆ Your phone should be positioned within reach of your non-dominant hand, allowing your dominant hand to perform other activities. Headsets allow both hands to be free and bad neck posture to be avoided.
- ◆ Overhead lighting should come from the side and not directly above.
- ◆ The screen should be 20 degrees below eye level and the keyboard angled.
- ◆ Computers should be equipped with glare protection screens
- ◆ Follow the 50-10 rule, for every 50 minutes you work sitting at your desk, take a 10 minute break. Walk around, stretch out your muscles, mingle with co-workers, get a drink, etc. Do whatever you want, as long as you are not sitting!

Desk Stretches.....

Try these to reduce tension and discomfort at work. Stretch only to a comfortable level, not to pain. If you feel any of these movements are difficult because of tension, let your massage therapist know you would like to work on releasing that area. If you have intense pain with any of these stretches, discontinue them until you discuss them with your physician.

1. For neck tension, drop your chin to your chest as you exhale. Inhale and very slowly let your right ear drop to your right shoulder. Exhale and roll your chin to your chest. Inhale and roll your left ear to your left shoulder. Exhale and return to the chest. Continue these movements, slowly and easily, for several minutes. Note: Many yoga and other exercise instructors advise people to avoid rolling the head behind the shoulders.



2. To stretch your whole spine, raise your arms over your head. Stretch your right arm toward the ceiling, hold and relax. Then repeat with your left arm. Breathe slowly, exhaling completely as you stretch. Repeat several times. If you have high blood pressure, skip this one.



3. For joint mobility, stretch one leg in front of you and roll your ankle in circles, both directions. Repeat on the other side. Then, with your arms at your sides, roll your wrists one way, then the other.



4. As if you had a piece of tape stuck to your fingers, shake your arms and hands vigorously to get it off. Shake for 30 seconds and feel the energy move through your limbs.



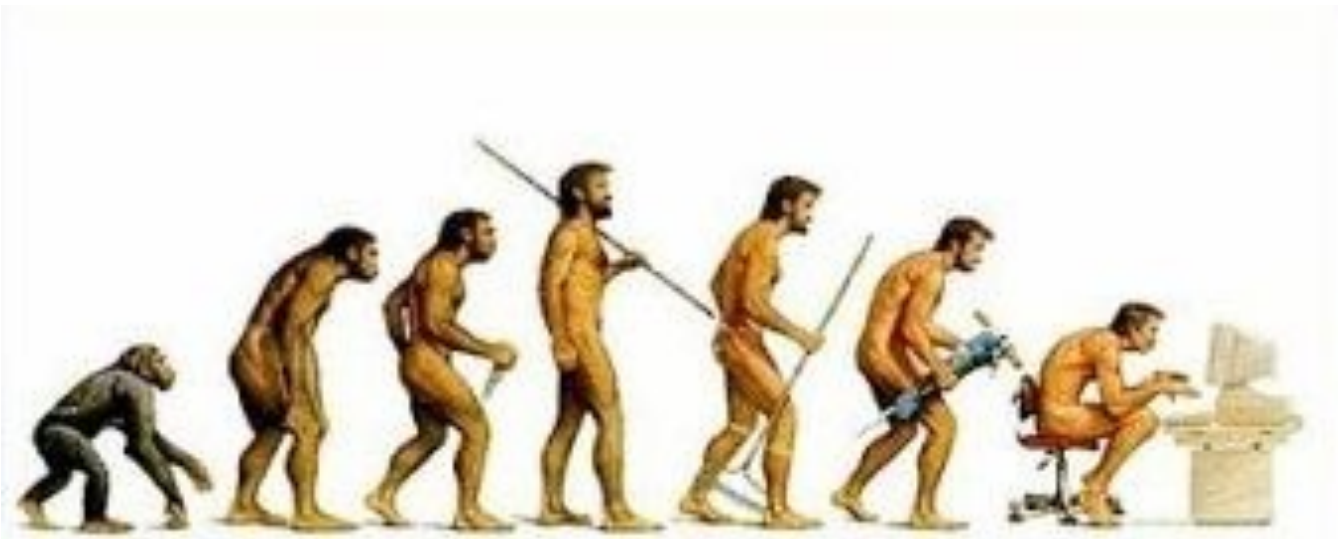
5. For upper body tension, clasp your hands behind your head with your elbows to the side. Exhale and very slowly twist your head and torso to the right. Hold for a moment, inhale and turn back to center. Then exhale, turn to the left, and return to center. Repeat 5 times each direction, up to 3 times a day.



6. To ease back tension, push your chair away from the desk. Stretch both arms forward and rest your hands on the desk. Exhale and lower your head while arching your back. Relax for a moment with your head down, then inhale and raise your head and chest, arching your back in the other direction. Stretch several times this way, breathing slowly and completely.



We've come along way in some ways, in others..... Not so much!



Don't let this be you, regular postural exercises and massage therapy can prevent a lifetime of tense, tight muscles

Sleep Hygiene.....

Sleep hygiene is very important not only for our physical health but also our mental, emotional and spiritual health. The benefits of good quality sleep include:

- ◆ Improved Memory
- ◆ Longer Life Expectancy
- ◆ Improve Physical Condition
- ◆ Reduced Stress
- ◆ Reduces Inflammation
- ◆ Inspires Creativity
- ◆ Improved Concentration
- ◆ Sharpens Attention
- ◆ Maintain a Healthy Weight
- ◆ Avoidance of Accidents (Health and Safety)
- ◆ Relief from Depression and Anxiety
- ◆ Improvement in Mood
- ◆ Optimal Physical, Mental, Emotional and Spiritual Health

Poor quality sleep can lead to:

- ◆ Irritability
- ◆ Cognitive Impairment
- ◆ Impaired Memory
- ◆ Sever Yawning
- ◆ Hallucinations
- ◆ Poor Concentration
- ◆ Increased Risk of Developing Diabetes
- ◆ Increased Heart Rate Variability
- ◆ Cardiovascular Disease
- ◆ Poor Muscular Function

- ◆ Tremors
- ◆ Risk of Obesity
- ◆ Decreased Temperature

Stages of Sleep:

Stage one: Light Sleep

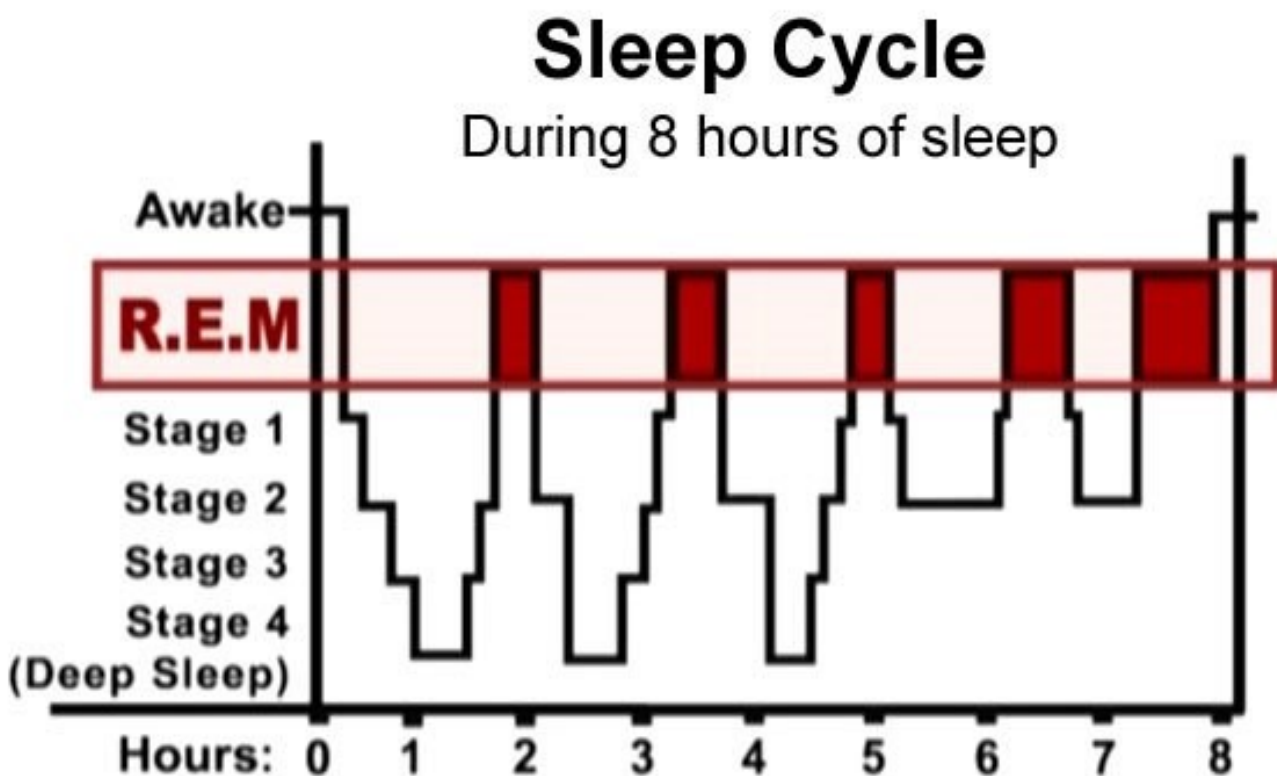
During the first stage of sleep, we're half awake and half asleep. Our muscle activity slows down and slight twitching may occur. This is a period of light sleep, meaning we can be awakened easily at this stage.

Stage two: True Sleep

Within ten minutes of light sleep, we enter stage two, which lasts around 20 minutes. The breathing pattern and heart rate start to slow down. This period accounts for the largest part of human sleep.

Stages three and four: Deep Sleep

During stage three, the brain begins to produce delta waves, a type of wave that is large (high amplitude) and slow (low frequency). Breathing and heart rate are at their lowest levels.



REM sleep

The first rapid eye movement (REM) period usually begins about 70 to 90 minutes after we fall asleep. We have around three to five REM episodes a night.

Although we are not conscious, the brain is very active - often more so than when we are awake. This is the period when most dreams occur. Our eyes dart around (hence the name), our breathing rate and blood pressure rise. However, our bodies are effectively paralysed, said to be nature's way of preventing us from acting out our dreams.

After REM sleep, the whole cycle begins again.

How much sleep is required?

There is no set amount of time that everyone needs to sleep, since it varies from person to person. Research indicates that people like to sleep anywhere between 5 and 11 hours, with the average being 7.75 hours. It is not the amount but the quality that counts!

Jim Horne from Loughborough University's Sleep Research Centre has a simple answer though: "The amount of sleep we require is what we need not to be sleepy in the daytime."

Sleep Hygiene Tips:

- ◆ Cut out late night caffeine and alcohol
- ◆ Sleep in a dark room
- ◆ Switch off your television, computer, laptop, Ipad, mobile 20 minutes before going to bed
- ◆ Eat healthily
- ◆ Avoid foods containing Tyramine
- ◆ Eat foods high in protein and Tryptophan before going to bed
- ◆ Power nap during the day
- ◆ Set a regular bedtime and wake up time
- ◆ Ensure your bedroom is calm and comfortable
- ◆ Regular exercise
- ◆ Perform gentle Yoga stretches before bed
- ◆ Aromatherapy products

Colour Therapy and its Importance to our Health and Well-being.....

Light moves in waves of varying lengths and, as each colour has a different wavelength, we sense them all individually. Different colours in the spectrum correspond with the body's inner vibrations. If your vibrations are out of balance colour can harmonise and rebalance them. Even though your body is a complex design it works on a simple principal, just like any household appliance. Take for example a kettle, everyone has one. To boil the water the kettle has to be plugged into the electrical socket and the switch on the kettle turned on which allows electricity or energy to flow along the cable to the elements within. Your body needs energy too, which usually comes from food and water but also an unseen source just like electricity. This is natural sunlight but we can also absorb colour from the foods we eat, the colour in the clothing we wear and the colours we use in our décor at home.

Have you ever bought an item of clothing only to out it in your wardrobe and never wear it, its even still got the price tag on it? Well the reason for that is at that particular moment your body craved the dominant colour on that item of clothing. Next time you come to look at it you no longer need that colour so you have no wish to wear it! Next time you are drawn to buy an item of clothing go to the nearest supermarket and buy a piece of fruit the same colour as the dominant colour on the item of clothing, wait 30 minutes then go back to the clothing shop and see if you still want to buy that item of clothing. If not you have satisfied the need for that colour, if you do then you really do want the item of clothing.

The seven colours of the spectrum relate to the seven main energy centres of the body. Depending on your mood and physical health, specific colours can be used to treat the affected areas.



Colour also affects our mood. In 1958, US scientist Robert Gerard conducted a study that claimed red stimulates and makes us anxious, while blue promotes calm. He also showed that colour could affect appetite, blood pressure and aggression. Prisons in Texas have begun to dress inmates in pink or paint the inside of their cells pink, partly to humiliate them, and partly because, anecdotally, pink is said to reduce aggression.

Colour	Means	Use for:	Too much!
RED	energy, vitality, power, vital, passionate, courageous, aggressive, impulsive	Known to escalate the body's metabolism with vibrance and passion, overcome depression	Increases anxiety, agitation, stress
ORANGE	joy, wisdom	Has a gentle warming effect, increases immunity, potency	Increases anxiety
YELLOW	intellect, cheering, warm, caution, innovative	Helps mental stimulation, Clears a foggy head	Causes exhaustion, too much mental activity
GREEN	inexperienced, wealthy, jealous, moderate, balanced, traditional	Good for tired nerves, will balance emotions, refreshes the spirit, encourages us to feel compassion	Creates negative energy
BLUE	calming, cooling, harmony, loyal, sincere, responsible	Soothes the mind	Depressing and sorrowful
INDIGO	truth, healing, intuition	Allows a clearer path for the conscious to the spiritual self	Headache and depression
PURPLE	serenity, faith	Good for mental and nervous problems	Negative thoughts
LAVENDER	equilibrium, awakening	Helps with spiritual healing	Tired and disoriented
WHITE	purity, innocent, optimistic	Purify mind on the highest levels	-
SILVER	peace, persistence	Removes diseases	-
GOLD	strength	Strengthens the body and spirit	Too strong for many people
BLACK	silence, elegant, powerful	Silence and peace	Alloof, intimidating
GREY	stability	Inspires creativity and symbolises success	-

Ingrid Collins, a consultant psychologist is convinced that colour can also effect our energy levels. "We know that the cells of the human body are constructed from atoms and that each atom consists of particles of energy in constant motion," she says. "We are therefore at the most fundamental level made of energy and information, so when we add a particular colour we are adding energy into our lives."

The important thing here is to ensure we absorb all the colours of the spectrum, if possible in equal measure. The most effective way of doing that is exposure to natural sunlight, the next effective way is through our diet.....

The Full Spectrum Diet / Colour Therapy Diet.....

Developed by a Nationally Certified Herbalist and Licensed practitioner of Acupuncture and Chinese Medicine, Andrew Pacholyk, MS, L.Ac, simply include where possible the entire different spectrum colours of food on your plate, or if it's not possible on one plate include them in daily diet. Meals rich with different coloured fruits, vegetables, meat, chicken, fish and whole grains will provide the variety of nutrients and energy that your body needs.

Red Foods, Drinks and Vitamins

Red foods are great sources of protein, vitamins and minerals such as Vitamin C, beta-carotene and lycopene, which are potent antioxidants. Iron is vital to the body's formation of red blood cells, which help carry and store oxygen throughout the body. Red foods are especially important to men's health, as they have been linked to reductions in the risk of prostate cancer. Include these red foods in your diet:

- ◆ guava juice, beet root, radishes, red onions, chillies, black beans, kidney beans, red meat, chicken, fish, chocolate, red wine.



Orange Whole Foods

Orange foods assist in detoxifying, releasing toxins from the body, help with the reproductive system and muscle and joint flexibility. Beta-carotene, Vitamin C, Calcium, copper, selenium and zinc are all plentiful in orange foods. These foods help people maintain good vision, fortify the immune system, promote proper bone and tooth development and help in the formation and maintenance of healthy skin and hair. Include these orange foods in your diet:

- ♦ orange peppers.



Yellow Whole Foods

Yellow foods generate power and are rich in immune stimulating properties and vitamins and minerals such as Vitamin A, B complex, E, sodium, potassium, selenium and chromium. Many grains fall into this category. When we lack yellow energy in our diets it can lead to poor memory, lack of concentration, tension, irritability, digestive problems and a lack of proper absorption of nutrients. Omega 3 fatty acids have a yellow energy. Include these yellow foods in your diet:

- ◆ bananas, grapefruits, rice, corn, rye, wheat, eggs, certain fish, fish oils and foods rich in fatty acids.



Green Whole Foods

The power of Green Whole Foods is essential for all day energy, greater focus under stress, sense of well-being, strengthened immune system, fewer food cravings and optimum synergistic balance of essential nutrients for total health. Green Whole Foods contain antioxidants, vitamins, minerals, amino acids, active enzymes, bioflavonoids, chlorophyll and other phytonutrients necessary for optimal cellular metabolism, repair and protection!

Green foods contain the most powerful combination of nutrients in any grain, herb or food. They contain almost all of the vitamins, minerals, proteins and enzymes necessary for the human diet, plus chlorophyll. Green foods are rich in cancer preventing antioxidants and iron. Iron affects many aspects of daily life including the ability to concentrate and learn. The darker the green, the better. So, the next time you make a lettuce salad, try using romaine or green leaf lettuce instead of the traditional iceberg. Include these green foods in your diet:

- ◆ watercress, spinach, parsley, dill, romaine lettuce, zucchini, green peppers, pears.



Blue, Indigo, Violet Whole Foods

The pigments found in blue and purple foods are high in anti-cancer properties. Blue foods tend to be helpful for the voice, organs and glands of the neck, while indigo and violet foods work in conjunction with the pineal and the pituitary glands. They also contain water-soluble vitamins that strengthen tiny blood vessels, which can help swollen feet or ankles, speed up the healing of bruises and promote healthy collagen for fewer wrinkles. Include these blue, indigo and violet foods in your diet:

- ♦ purple cabbage, purple broccoli, aubergine as well as, Vitamin E, kelp, iodine and seaweed products.

Violet foods include sugar, and alcohol falls into this category because of its action on the brain.

Blue, indigo and violet foods are particularly good with your evening meal. Blood flow tends to slow or become more constricted after eating, especially after eating a high fat meal. These coloured foods contain nutrients that may help to minimize this tendency and to improve circulation immediately after eating. This also makes them good in conjunction with exercise, especially if you have a consistent daily exercise routine.



After Care Advice.....

- ◆ Relax on the couch for a few moments when your treatment is over and avoid bending over or standing up suddenly, as you may feel slightly light-headed.
- ◆ Take care driving home, or preferably arrange alternative transport home if possible.
- ◆ Ideally, you should rest for at least a couple of hours following your treatment and relax for the remainder of the day. Try to avoid rushing around or stressful situations as you allow the body to benefit from the state of relaxation.
- ◆ Avoid strenuous work, especially physical labour, for the remainder of the day, particularly if you feel in any way light-headed.
- ◆ Avoid a heavy meal or particularly rich or spicy food following the treatment, enjoy a light snack after around an hour to ease the body's healing and detoxifying processes.
- ◆ If possible, avoid tea, coffee and alcohol for the remainder of the day, as the body attempts to cleanse and rebalance by removing accumulated toxins.
- ◆ Drink plenty of water in the next 24 hours. Ideally, you should aim to drink around 2-3 litres of fresh water.

Following these guidelines will allow healing to continue after your treatment and aids the toxin-cleansing process, as well as protecting your own safety. In certain circumstances, you may experience negative reactions to a treatment. These side-effects of the body's natural healing process as it detoxifies your internal system are usually normal and nothing to worry about. You may feel dizzy, slightly dehydrated, have a headache or notice changes to your energy levels, digestion or sleep patterns. However, if you still feel unwell after 24 - 48 hours have passed, you should see your GP for advice.

Client Review

"Joanne's approach is unique. She has intuitive understanding of issues and really listens, to explore ways of addressing and resolving problems in a very relaxed and safe environment. I felt so very relaxed after the sessions and will always look her up when I have a lot going on. It feels so good to hand over the reigns for an hour and just let go."

Sharon Hall – Dukinfield