

A lot of your employees will have young children who are potentially going to be starting back to school from 1st June.

This is a really worrying time for our employees who are parents of school children.

There is so much conflicting advice it is hard to know what to do for the best with regards to the children going back to school. Therefore it is vital that employers are supporting those going through this worrying time.

Arden Personnel have put together this guide to help you support your employees.

# Guide to Supporting Our Employees



Arden Personnel



# Supporting Working Parents

Parents lives have been thrown upside down, trying to continue working whilst attempting some kind of home schooling.

The news that children may be able to start returning to school is welcome news to lots of working parents, but to some it is extremely worrying. Children won't be going back full time to begin with so there will still be the juggling act of working and home schooling.

What can we do as an employer to help with this transition? How can we be there?

## How you can help...

- Communication: ensure you are communicating with your employees including video calls when appropriate.
- Workloads: review workloads and make sure employees are coping. Offer flexible hours to suit.
- Flexibility: It is not normal times, your employees may need to change their hours to work around their children.
- HR: ensure your HR solutions are up to date and in place, in order to give the best advice and follow best practice.

# Mental Health

During this outbreak, parents are suffering. They are dealing with a lot and it is having a huge impact on their mental health.

There is a conflict on completing workload along with home schooling their children.

Social distancing practices will make it even harder for working parents in time.

It is up to us to support these employees and ensure their wellbeing is paramount.

## How you can help...

- Talk to your employees and find out where you can help. They may just need a virtual chat and cuppa.
- Offer to adjust hours to fit in to their home life/home schooling. Parents will be worrying how to fit it all in.
- Keep remote working the norm for the time being, it is important your employee is aware they have this option. There may be work they can complete of an evening which would help them immensely.
- Ensure IT systems are in place for them to work from home without issues.
- If your employees are furloughed and cannot work from home, still keep them in the loop to what is happening in the business.

# Video Calling

We've all seen the photos on social media of zoom calls etc. This is a great way of keeping in touch with your teams and ensuring that face to face contact is continued.

We must however bear in mind that working parents could have small children around and they will be worrying about video calls just in case their child needs them.

## How you can help...

- Ensure your employee knows that it's ok if their child comes into shot on the video call or it's ok to dip out of the meeting for 5 minutes to deal with their child.
- Offer to hold video calls at times more suitable to the employee.
- Make video calls short and to the point, don't put the added pressure on employees to be available for hours for these types of calls. This will put pressure on them to keep children entertained.
- Use video calls for a casual chat with your employees, arrange a coffee date over zoom and ensure you talk about how they are coping with workload/home schooling.

# Keep the Communication

Keep communicating with your employees, ensure they don't feel as though they have been forgotten. Isolation can be a lonely time for some and they may be feeling frustrated that they can't come to work.

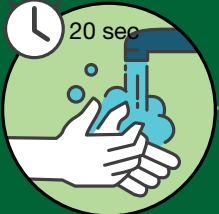
Make them aware of any training they could be doing while at home or skills updating.

Working remotely can work well with the support of the Employer and the more we communicate the better it will work.

# How we can help...

- Use our skills testing system to help your employees test their skills and complete training whilst they have this extra time at home. They may well welcome this.
- If you need any temporary staff to cover this period, especially when lockdown eventually lifts, we have temps ready to go, interviewed, tested and ID checked.
- Use us for advice. We are consultants so let us consult. We love nothing more than to have a chat and find out about your business. If you just want to discuss the current situation and how it is effecting you, what the future holds, or just how to support your employees, our phone is always open to speak to you.

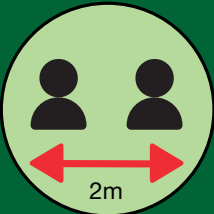
# Coronavirus Prevention



wash your hands at least 20 seconds



use soap



stay 2 metres apart



avoid crowds



avoid handshake



disinfect contact elements

# Stay Safe

from all at Arden Personnel

