

Advice for working from home

As we go through the coming weeks and months we will all be having to adapt our way of working. It's imperative we sustain your physical health and mental wellbeing during this time.

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Keep to usual schedules

It's important to get prepared for your day ahead. Think about getting dressed for the day (doesn't have to be formal) allocated lunch breaks and keeping news consumption to a minimum.



Stay connected

As we are all adapting our working and using platforms like ZOOM. Also think about virtually joining colleagues for lunch and general catch ups in this way especially with those who live alone.

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Change the topic

Although you will undoubtedly be having a lot of conversations around Covid-19 do take the time to break this up a little and welcome general "How are you" conversations that are focussed on boosting morale.



Keep Healthy

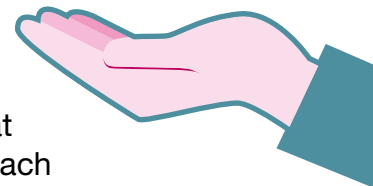
Things like, eating well, sleeping well and exercise tend to slip in challenging times. However, it's important for your physical and mental wellbeing so take the extra time to make sure you're doing all three as best as you can.

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Support is available

Our employee assistance programme "Care First" is available to you 365 days a year 24/7. Our resident Chaplain Caroline Dobinson is also utilising Workplace Chat to communicate with Epworth House colleagues, please reach out to her if you would like to talk.



Separate work from home life

Make sure that you try to use a different space for working, and when your work day is done clear down and come away from that working space. This will help you mentally note that the working day is finished.



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Stick to normal patterns

It's important to not get so engrossed with work that you forget to take a break or don't eat lunch. Conversely, aim to minimise distractions and remove unhealthy snacks from your working area.

Keep in touch with managers

Remain connected to your team and manager by ensuring that communications and 1-2-1's are still taking place. You may need flexibility here, but that regular contact with your manager is still vital. Managers should also make sure to put in place contingencies for this should they need to isolate or are on annual leave.



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It's important that your general wellbeing also includes washing your hands! Please keep this up and remember to let in fresh air when you can. We will be using the intranet and mha.org.uk/covidinternal to keep you up to date with more wellbeing advice as well as latest guidance around coronavirus. Please make sure to check back to these places on a regular basis.