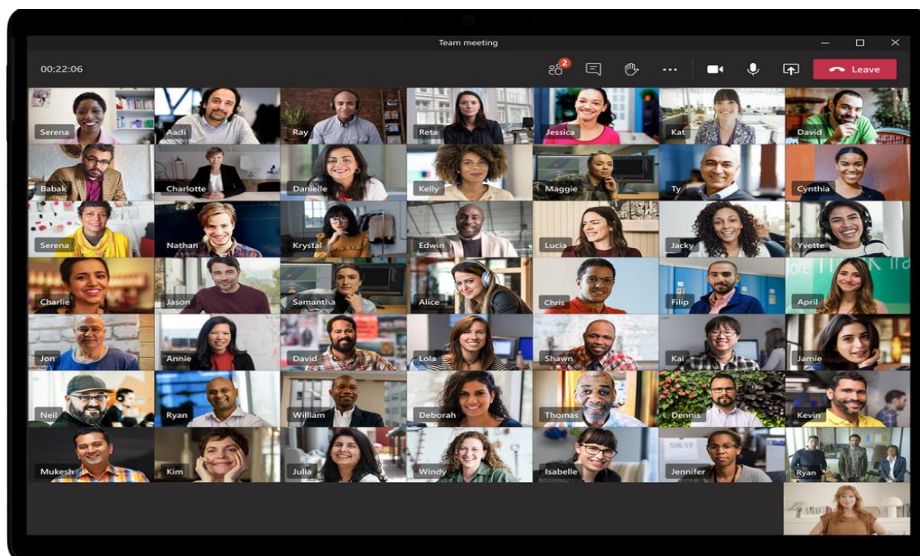


The concept of check in time



As we go into a second lockdown more and more people feel increasingly isolated and it is important to us as a team that we all get the chance just to catch up. Having a cuppa and a chat with our colleagues is a great way to have a sense of some normality.

There are restrictions imposed upon us both inside work and outside work so elevenens is our opportunity to log in online from an office or home and just chat.



Create your own chat room for just one hour each week or every other week enjoy a cuppa and a biscuit with your colleagues.

A different staff member could be assigned to chair the chat to enable different people to talk. Who would engage in check in time?

- Those on maternity leave that would normally have come in to introduce their new addition?
- There may be staff within the teams that have been redeployed?
- Staff that would have normally meet outside of work for coffee?
- People that are not able to chat when at work due to restrictions in staff rooms due to social distancing requirements?

- Those on a day off that want to catch up with members of the time that have been on opposite shifts.
- Those within the team that are now working remotely.

People do not need to come on for an hour they may want to pop on and off and no set topic of discussion if people want to talk about what they've been doing or plans for Christmas, next year's holidays really anything goes.

So how do we facilitate this??

- Alternate weeks or every week if you are able to facilitate this block out one hour in your diary.
- Do you have access to a desktop with camera and microphone or personal Iphone/IPAD?
- Email invites to your entire team on Microsoft teams or as this is a sociable catch up us zoom.
- Use the attached link on how to facilitate teams meeting
- Consider is there a better day to enable you to schedule an hour? Is there a time of the day better for you?
- Encourage your matron to support this team time.

Time spent with you teams not only working is very valuable to every ones health and wellbeing always but especially now DO NOT feel guilty in having time out.