

Being agile and adaptable to change needs to be the new normal during this current challenging time.

The council has a huge role to play in helping the Country through this coronavirus outbreak, and the contribution staff make has never been so important. We need people to help us continue looking after the most vulnerable in our communities and keep services running.

This is where you come in. Your skills will be needed to help everyone; your colleagues, our residents, our families and our communities.

Please take 5 minutes to complete [this form](#) and let us know what, if anything, you can do to help. We will not be asking you to do anything you are not comfortable with but will ask you to be courageous in your efforts. Please do not complete if you are identified as a vulnerable employee.

Not sure if you can help? If you can do any of the following then your skills are needed:

- Call answering
- Email responses
- Admin tasks
- Prepping meals
- Housework
- Personal Care (washing, bathing and dressing)
- Talking to people
- Driving

In order to cover these critical roles, we may be freeing you from your current commitments where possible, in order to come together for the greater good. These duties are instead of and not as well as your other work, and you will get the training and support you need to carry them out.

Any questions? Contact trainingandlearning@northyorks.gov.uk

We will only use this data for the purpose of contingency planning and will destroy it as soon as this situation has eased, this will not exceed our normal retention timeframe.

Please refer to the privacy notice for full information at <https://www.northyorks.gov.uk/working-us>

Business Continuity Planning

- Field 1** Name
- Field 2** Street name and number
- Field 3** Town
- Field 4** Post Code
- Field 5** Home Telephone number
- Field 6** Mobile Telephone Number
- Field 7** Personal E-mail address
- Field 8** **Current Job role**
- Field 9** **Current Team**
- DBS Cleared** **Prepopulated**

Questions

Home working

Q1 **Type of equipment you have available (personal or work):**

- | | Tick if yes |
|----------------|--------------------------|
| Lap top/tablet | <input type="checkbox"/> |
| Smart phone | <input type="checkbox"/> |
| Landline | <input type="checkbox"/> |

Experience

Q2 **Do you have experience in the following areas (professional or personal - tick all that apply)**

- | | | | |
|------------------------------|--------------------------|-------------------------------|--------------------------|
| Youth Work | <input type="checkbox"/> | Elderly Care Experience | <input type="checkbox"/> |
| Vulnerable Family work | <input type="checkbox"/> | Support to Vulnerable Adults | <input type="checkbox"/> |
| Residential Child/Adult Care | <input type="checkbox"/> | Disabled Children/Adults Care | <input type="checkbox"/> |
| Education Support | <input type="checkbox"/> | Counselling support | <input type="checkbox"/> |
| Early Years Support | <input type="checkbox"/> | First Aid | <input type="checkbox"/> |
| Working with young people | <input type="checkbox"/> | Foster Caring | <input type="checkbox"/> |
| Autism | <input type="checkbox"/> | Dementia Support | <input type="checkbox"/> |

Q3 **Are you in confident in the following areas:**

- | | | | |
|---------------------------------------|--------------------------|------------------------------|--------------------------|
| Call Answering and Directing | <input type="checkbox"/> | Organising and co-ordinating | <input type="checkbox"/> |
| Email correspondence | <input type="checkbox"/> | Meal prepping | <input type="checkbox"/> |
| Housework i.e. Cleaning, Laundry, etc | <input type="checkbox"/> | Hands on personal care | <input type="checkbox"/> |
| Talking to people | <input type="checkbox"/> | Data inputting | <input type="checkbox"/> |

Q4 **Do you have access to your own transport and/Or full driving license (Please tick all that apply)?**

Yes No

Q5 In a worst case scenario we may need to look after people who are required to self-isolate and have symptoms of Coronavirus. Please would indicate your willingness in these circumstances to provide care and support, most likely to be provided in a temporary residential setting. This support would be provided following similar guidance to other front line practitioners, such as nursing staff, to limit risk to individuals.

Yes No