



**Staff of the month**  
Lesley Buckland



# NEWSLETTER

Careline Newsletter April 2020

Stress Management Society  
From distress to de-stress www.stress.org.uk

Stress Awareness Month has been held every April, since 1992 to increase public awareness about both the causes and cures for our modern stress epidemic. According to the Mental health Foundation 74% of UK adults have felt so stressed at some point over the last year they felt overwhelmed or unable to cope. For more information regarding Stress Awareness Month please visit <https://www.stress.org.uk/national-stress-awareness-month-2019/> You can also get more advice and support concerning your mental health and wellbeing by accessing <https://www.nhs.uk/oneyou/every-mind-matters/> where you will find advice and tips on how to maintain your mental wellbeing if you need to stay at home and simple measures you can take to alleviate any anxiety.

We are still in the office and ready to take your calls! Whilst we aren't allowing people to visit us in the office we are happy to meet you at the front door so PLEASE make sure that you continue to drop off your timesheets every Tuesday as usual. Give us a call if you have any concerns or queries

### How to wash your hands in 20 seconds

The NHS says that washing your hands is a key part of preventing the spread of viruses such as the coronavirus. Rigorous hand hygiene is paramount at the moment.



#### Hand-washing technique with soap and water



### Thank you from Heather

Well, it has certainly been an eventful start to my new role hasn't it! The last week or so has been an ever changing situation that has kept everyone on their toes. I'd like to take this opportunity to say a huge thank you to all Careline staff for their positivity and resilience as we make our way through this unprecedented situation. I understand that in these uncertain times many of you will feel anxious and unsure so I want to reassure you that as an organisation we remain committed to supporting you and keeping you all in work - the Careline office remains open and is operating a stoic 'business as usual' approach! Please make sure that you check our Facebook page and website (News section) for all updates and useful information. Thank you again and keep up the good work!!  
*Heather*

### GET AHEAD OF THE GAME!

If you aren't working at the moment then why not take this opportunity to look at your training profile and get all of your training up to date. Remember that you can complete training before it expires and we are ready in the office to assign it to you. Lorraine in the office is more than happy to speak to you about this and will send over your training profile to look at so please contact her on 0118 9585858 or via [training@carelineagency.co.uk](mailto:training@carelineagency.co.uk)

### DO YOU HAVE YOUR ID BADGE???

Given the current restrictions on travel arrangements and police powers to stop and question the necessity of travelling all staff are required to carry their Careline ID badges at all times. If you have lost yours please contact the office and we will reissue it for you. If you would like a formal letter of authorisation from the office to support your ID card please do give us a call and we will supply one.

If you need any PPE then give us a call as we have some in the office that we can send out to you