

**Staff of the month**  
**Jenny Davies**

**Opening Hours**  
**Monday to Friday 8am to 5pm**  
**Saturday 8am-4pm**  
**Sunday 8am-4pm**  
**Bank Holidays 10am to 4pm**



April 2022

# NEWSLETTER

**Fancy earning an extra £50? Refer a friend to Careline and once they have complete their first shift, we will pay £50 directly into your bank account on pay day! Please call the office if you would like some more information.**

#MSWeek

**MS Awareness Week 2022**  
**25 April - 1 May 2022**

MS is unpredictable and different for everybody. Symptoms can come and go and change over time, and it's difficult to know how the condition might progress. That's why this #MSAwarenessWeek (from 25th April – 1st May) the MS Society is shining a light on the uncertainty of living with the condition. For more information please visit

<https://www.mssociety.org.uk/get-involved/ms-awareness-week>

Please don't forget about our new training partnership with [www.cpdonline.co.uk](http://www.cpdonline.co.uk).

We have put together two training packages - one for "care" staff and the other for "childcare" staff at a discounted rate!

Anyone can take advantage of the discounted training packages by visiting [www.carelineagency.co.uk](http://www.carelineagency.co.uk) and scrolling down the home page to the training buttons. These particular training packages are designed for people with no training certificates to help them gain five of the mandatory training courses. For those of you who have your mandatory training but want more specialise training, there is a whole host of interesting courses available. For more information please visit our website or email us at [training@carelineagency.co.uk](mailto:training@carelineagency.co.uk).

## Goodbye Eleanor!

April sees Eleanor leave the Careline office to start her maternity leave! We are all really excited for her and her husband, Nick, as their little family goes from three to four. This time Eleanor knows she is having a little boy and I am sure Sofia will enjoy being the 'big sister'. We will keep you all posted with further updates and let you all know when he arrives.



**We have a huge stock of PPE available at the office for all staff. Please give us a call if you want some - there's plenty to go round!!**

## OFFICE STAFF CONTACT LIST

Over the course of the last few months we have had some changes in the office so now seems a good idea to confirm roles and contact details!

STAFF	ROLE	EMAIL
David Fisher	Managing Director and owner	
Heather McGregor	Registered Manager	<a href="mailto:heather@carelineagency.co.uk">heather@carelineagency.co.uk</a>
Lorraine Lucas	Recruitment & Training Manager	<a href="mailto:lorraine@carelineagency.co.uk">lorraine@carelineagency.co.uk</a>
Jessica Lane	Senior Managed Care Coordinator	<a href="mailto:jessica@carelineagency.co.uk">jessica@carelineagency.co.uk</a>
Sharon Austin	Senior Managed Care Coordinator	<a href="mailto:sharon@carelineagency.co.uk">sharon@carelineagency.co.uk</a>
Julia Drzewiecka	Managed Care Coordinator	<a href="mailto:julia@carelineagency.co.uk">julia@carelineagency.co.uk</a>
Tineka Weller	Recruitment and Training Officer	<a href="mailto:recruitment@carelineagency.co.uk">recruitment@carelineagency.co.uk</a>
Emma Heath	Lead Recruitment and Training Officer	<a href="mailto:admin@carelineagency.co.uk">admin@carelineagency.co.uk</a>
Kim Richardson	Bookings Coordinator (Care Services)	<a href="mailto:bookings@carelineagency.co.uk">bookings@carelineagency.co.uk</a>
Mandy Holyoak	Bookings Coordinator (Nursery)	<a href="mailto:nursery@carelineagency.co.uk">nursery@carelineagency.co.uk</a>
Rhean Tattersall	Lead Finance Officer	<a href="mailto:finance@carelineagency.co.uk">finance@carelineagency.co.uk</a>
Hazel Pile	Finance Officer	
Wendy Sadler	Weekend Bookings Coordinator	
Jo Ireson	Weekend Bookings Coordinator	

## Goodbye to Libby!

Over the course of the last 16 months or so I think nearly everyone has spoken to Libby on the telephone at some stage, Sadly Libby has decided that the time is right to move onto pastures new and she had her last day in the office on Friday. Libby's cheery nature and happy disposition will be greatly missed by colleagues, staff and Nurseries alike! We wish her all the very best in her new role.

## Is your training up-to-date?

If not please contact us on your local number or [training@carelineagency.co.uk](mailto:training@carelineagency.co.uk)

Reading 0118 9585858

Bracknell 01344 868990

Woking 01483 772977

Oxford 01865 722221

Swindon 01793 616263

Slough 01753 535358

Newbury 01635 524524

Southampton 023 8076 8686

Basingstoke 01256 474444