

Staff of the Month

LOUISE WILLMOTT



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



# 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.



## Social Media Alert!!

For up-to-date and useful information please check out Careline's social media feeds. Feel free to ping us a tweet or message we'd love to hear from you! We can be found on Twitter, Facebook and Instagram so head on over and give us a like and a follow!



## POLO SHIRT ALERT!

**Nursery staff:** All nursery staff are required to wear a Careline polo shirt when working (unless told not to by the nursery)

**Care Services staff:** May be required to wear a Careline polo shirt when on duty. Please contact Kelly for confirmation as this can vary by service

**Managed Care Staff:** Not normally required to wear a polo shirt when on duty. If you are required to wear a polo shirt this will be communicated to you when you are booked

If you need a polo shirt or if you have any queries please contact the office on 0118 9585858.

## WHERE IS YOUR ID BADGE?

Do you know where your Careline ID Badge is, do you have it to hand? It's really important to make sure that you carry it with you at all times when attending shifts and/or supporting clients in the community. If you don't have one or want to change your photo gives a call in the office!

Sending out this Newsletter always gives us the perfect opportunity to thank you all for your hard work and support.

Careline has an outstanding reputation for delivering exceptional service and this is as a result of the staff we employ.

Thank you all once again for choosing Careline and for carrying out your duties so professionally!



Careline The Agency for Carestaff Limited

The Best  
for reliable  
agency staff

- \* Learning Disabilities
- \* Mental Health Services
- \* Older People
- \* Children's Services
- \* Day Services
- \* Residential Care
- \* Supported Living
- \* 1:1 support



We look forward to  
hearing from you!

For More Info:

0118 9585858



www.carelineagency.co.uk

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!!

## SHIFTS

Did you know that you can self book shifts at services? Speak to the manager on duty where you are working to see whether they have any shifts you can fulfil and then give the office a call to update us.

## Cancellations

Please remember that Careline has a strict no cancellation policy and you must make every effort to get to shifts you have agreed to. If you are struggling with a shift it is essential that you speak to us in person. If you book shifts directly with a client you **MUST** still call Careline to inform us of changes. It is not acceptable to cancel shifts by voicemail, text -message or email.

## Afternoon Tea Week

Afternoon Tea Week celebrates the great British tradition of Afternoon Tea and is the perfect excuse to catch up with loved ones over a cup of tea and some delicacies.

In 2023 Afternoon Tea Week will take place from 7th – 13th August and venues across the UK will run a selection of exclusive discounts and exciting events to pay tribute to the nation's favourite pastime.