

# Employee Welfare Check Form for Staff who are Parents or Guardians

Name of Employee:

Date of Welfare Check:

Welfare Check Conducted By:

Position of person carrying out the Welfare Check:

Date of next scheduled Welfare Check:

The Organisation appreciates that employees who have children may need additional temporary support when a child returns to school during the coronavirus pandemic. In order to support you during this time please answer the following questions:

Is your child (or children):

Is the school planning to:

- In a nursery  Yes  No
- With a childminder  Yes  No
- At Primary School  Yes  No
- At High School  Yes  No
- At college  Yes  No

- Stagger or adjust start times?  Yes  No
- Stagger or adjust finish times?  Yes  No

If yes, what are the revised start and/or finish times (if known)?

Usual start time:

Temporary start time:

Usual finish time:

Temporary finish time:

Do you believe this will impact on your current working hours?

 Yes  No

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If yes, what temporary adjustments do you think you may need to your normal working hours?

Any agreed temporary arrangements to working hours will depend on the needs of the business, it will be reviewed weekly and will end at the start of the next school holiday break e.g. half term. Depending on the needs of the organisation, and if the situation becomes permanent, a formal flexible working request may be required.

Do you have any worries or concerns that you wish to discuss?

Nurseries, childminders, schools and colleges will understand that some children and young people may be experiencing feelings such as anxiety, stress or low mood as a result of the coronavirus (COVID-19) outbreak.

There are online resources available to help you and your child with mental health, including:

- [MindEd](#), a free educational resource from Health Education England on children and young people's mental health
- [Rise Above](#), which aims to build resilience and support good mental health in young people aged 10 to 16
- [Every Mind Matters](#), which includes an online tool and email journey to support everyone to feel more confident in taking action to look after their mental health and wellbeing
- [Bereavement UK](#) and the [Childhood Bereavement Network](#), provide information and resources to support bereaved pupils, schools and staff

It is also vital to report any safeguarding concerns you have about any child. Contact the [NSPCC helpline](#) or [Barnardo's support service](#).

Further information is available for parents from the Department of Education on the GOV.UK website <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>