

As businesses begin their return to the workplace, it is crucial that the correct training and support is put in place to ensure all employees can thrive in the 'new' workplace. At yourTRACK we believe the best results are achieved by those who engage fully with our bespoke training and support services, but here are some of the key consideration points which will help you plan and deliver a successful return to work

### **Why are people returning to their workplace?**

Can you justify why staff are returning to their workplace? Is there evidence to show they have been less productive when working from home? Individuals may have been more productive but teams and the way they work may not be functioning as efficiently as they could. Staff wellbeing is affected with people missing the social interaction by being co-located. The question is then how to manage a team with a mix of co-location and working at home to make sure everyone feels involved and valued?

### **What Physical Changes are you making to the Workplace? How is this communicated?**

How are you ensuring safe social distancing? What impact will this have on team dynamics? Are you meeting all of the guidelines? Have staff been consulted about changes? When are they told? Is there a consultation period?

### **What training have you put in place for employees returning to work?**

Structurally you are possibly undertaking the biggest workplace transition in many years? What training have the staff had? Is there a return to work Induction?

### **What are the physical considerations for individuals getting to and from work?**

How is transport affected for people coming to work? The average person spends 2 hours per day commuting to work, how long will this be now? How will this affect performance?

### **What is the timeline for employees returning? How are you supporting furloughed employees?**

Is there a phased return? How much notice can you give people? Whilst some people may return to work, others may remain furloughed? How are you managing this?

### **For those still working at home, how are you supporting their well-being?**

It may be decided that working from home is the new normal, in this case how will you be supporting employees to remain part of the team? What are the new "Social" aspects of working from home?

### **How are you meeting the individual needs of employees?**

Neurodiverse employees may have additional questions and concerns about returning to work, how will you manage this? How are employees with childcare concerns supported?

To discuss these further, and to see how we can support your business, please contact us using the details below.