

Staff Headlines

6th May 2021

Public Health Advice for authorised staff working in EA Buildings

We all have a personal responsibility to ensure we follow the public health advice to help stay safe and work safe. It is important that any staff authorised to work in EA Office buildings:

- Follow the advice and guidance set out by the Northern Ireland Executive.
- Wash hands regularly and in line with the best practice guidance.
- Authorised staff that are required to work in the office must wear face masks in communal areas.
- Have good respiratory hygiene in terms of coughing or sneezing into a tissue or the crook of elbow.
- Follow the social distancing guidelines and remain 2 metres apart where possible.
- Abide by the need to self-isolate either because you have symptoms or because you have been in touch with someone who has symptoms or has tested positive for Coronavirus.



KEEP DISTANCE



WEAR FACE COVERING



WASH HANDS

Reminder - Meeting Arrangements (corporate staff only)

Due to current Government restrictions, the use of meeting/ interview rooms will be limited to a number of agreed scenarios (detailed on form at link below). A digital first approach is to be adopted for all meetings/interviews and these should only occur face to face in exceptional circumstances. Approval is to be sought from your Assistant Director for anything outside of the agreed scenarios.

A new process for booking rooms has been developed and the following form will need to be completed to ensure BCP (Business Continuity Planning) have oversight of all requests. Any meeting rooms need to be booked in advance of the date required.

Corporate staff can access the booking form [here](#).

Covid Testing for EA Staff (corporate staff only)

The Department of Health (DoH) has recently announced an expansion of the asymptomatic Covid testing programme. The aim of this testing is to identify asymptomatic individuals so they and their close contacts can be isolated - thereby breaking chains of transmission. People who are asymptomatic will not show any symptoms of Covid-19 but could still pass the virus on without knowing it.

The Department of Education and DoH have agreed that EA can roll out workforce testing alongside the schools testing programme. Testing will now be rolled out to EA staff through a phased approach, prioritising essential services to begin with.

The three phases for EA staff testing are as follows

Phase	Staff Groupings	Indicative Dates*
Phase 1	Peripatetic staff working with children and young people including music tutors, youth service staff, bus drivers and escorts.	w/c 03.05.21
Phase 2	Staff carrying out essential services in EA buildings and offices which they cannot do from home.	w/c 17.05.21
Phase 3	Other EA staff who periodically work in EA buildings and offices.	w/c 31.05.21

*May be subject to change

Please note that the testing programme **does not replace the current requirement for working from home**. Testing must be carried out alongside other measures such as social distancing, hand hygiene and face coverings.

It is not compulsory to participate. All testing will be voluntary, and appropriate consent will be required. However the EA would encourage all staff that are invited to participate to do so, to help provide important reassurance for staff, in particular for those staff working directly with students. In line with the return to offices timeframe dictated by the Executive, all staff who eventually return to EA offices and buildings may be able to avail of LFD testing.

What happens next?

- Heads of Service (HoS) will identify staff who are eligible for testing across the three phases.
- HoS will contact identified staff to arrange consent and provide guidance materials.
- Staff who consent to participate will then be issued with a pack of seven Lateral Flow Device Kits. The participant should ideally undertake the test in their home, twice weekly.
- If you think that you are eligible for testing and have not been contacted by the due start date, make direct contact with your HoS to discuss.

Launch of the REACH Programme

REACH (Resilience Education Assisting Change to Happen) is a dedicated youth work programme which supports pupils, teachers, and parents within schools across Northern Ireland to improve the emotional health and wellbeing outcomes for our children and young people.

The REACH programme is provided as part of the Department of Education's '[Emotional Health and Wellbeing Framework in Education](#)'. REACH is a dedicated youth work programme which will support schools across Northern Ireland to improve emotional health and wellbeing outcomes for pupils, whilst also providing support for their teachers and parents.

REACH is delivered within the school environment by a professionally qualified youth work team and provides programmes based on the needs of pupils and schools under the themes of; Wellbeing for All, Early Support and Enhanced Support.

For more detailed information regarding the REACH programme please [click here](#). If you would like to avail of this support there is a link within EA [Reach programme page](#) to request support from the team. The REACH team will work with each school who requests support to design and develop a programme which best meets the needs of your pupils.

REACH is available to support all pupils in primary, post primary and special schools which includes wrap around support for parents and teachers.



Lunch & Learn May Menu



The Exciting new Lunch & Learn Menu for May is now available.

- **13th May:** Ms Teams for Groups/ Training
 - **20th May:** Power of Praise
 - **27th May:** I.V.F. Invisible Voices and Faces: Let your invisible face become visible, let us begin to verbalise the often difficult journey experienced by individuals and couples, me, you, our colleagues, who often in isolation experience fertility challenges whilst quietly moving amongst us in the workplace.
- ∞ For more information & to access the Menu [click here](#).
 - ∞ To book your place [click here](#).
 - ∞ To access the Lunch and Learn Channel [click here](#) - where you will find a number of recorded sessions, or if you would just like to see what's on offer.
 - ∞ To join the Lunch and Learn Team site [click here](#) - only available to those with EA Login.

We hope that you enjoy these bite-sized learning opportunities. We are always keen to hear from colleagues should you wish to contribute or discuss an idea, please get in touch by email to: LunchandLearn@eani.org.uk

We want to hear from you

If you have any news or stories that you would like to be considered for inclusion in an upcoming edition of Staff Headlines, email comms@eani.org.uk

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