

**Guidance on Returning to Work
(individual risk assessments)**

Line Manager

Ensure reopening premises [risk assessment](#) is completed
Put controls in place
Communicate to staff



Concerned staff

Discuss concerns with line manager
Complete [Health Assessment](#)
Follow controls

Additional concerns re pregnancy – conduct:
[new and expectant mothers risk assessment](#)



Line Manager

Discuss ongoing concerns – if still anxious about returning:
Seek advice from [EAP](#)
Refer to Attendance Support Officer (HR)/Workforce planning (Education)

An Employee Assistance Programme: (EAP)

The Council now provides free, confidential support to all staff 24/7, 365 days a year.

The provider is Spectrum.life and can be accessed via
[Spectrum.Life](#) using the organisational code j5n2Rh73



Line Manager

Complex health concerns – [refer to OH](#) via normal process
(include all risk assessments)