



# Work From Home Policy

The COVID-19 outbreak has widely redefined our lives and our way to approach work. In fact, working from home is one of many decisions that were taken in order to keep our population safe. A remote worker should be able to fulfill their responsibilities from the place they live rather than from the regular setting of their office.

At the Youth Group, we understand how challenging working remotely can be. We want to make sure that our employees and community members are taken care of, and have the key tools in hands to get through this unusual period.

Making this a success will demonstrate our organisation's commitment to keep improving the odds for young people regardless of where we are in the world.

## **ORGANISATION**

Each member of the team has the responsibility to operate independently whilst communicating their progress to the rest of the team. We want to maintain the productivity of our organisation by providing our employees with the right guidance on how to approach home working. The Youth Group is therefore dedicated to train its team to remote working in order to keep up the good functioning of the organisation.

## **EQUALITY & ACCESS**

At the Youth Group we take pride in offering equal opportunities to people regardless of their background. However, we do realise that working from home

may enhance socioeconomic disparities. Electricity, access to the Internet, working telecommunication... we ensure that all of our team members have the right tools to be able to do their job in the best conditions during the pandemic.

## **MENTAL HEALTH**

Raising awareness around mental health has always been one of our greatest battles, as we believe it is part of treating people with decency. The consequences of a lack of contact with family members and friends, living in unhealthy environments can be dramatic. It is our duty to take care of our community as we will not minimize the impact of this crisis on our people's mental health.

## **COMMUNITY AND SUPPORT DURING THE PANDEMIC**

The current climate being extremely difficult to navigate, we encourage our community to reach out if they are experiencing any difficulties, whether it is on a personal or professional level. We also make sure to regularly check up on our employees by setting up weekly team meetings and individual calls.

## **CRISIS UPDATES**

Our organisation understands that work conditions, whether it is at home or in our offices, have to be constantly reviewed and changed if necessary. Each of our decisions regarding the handling of this pandemic are in line with the UK Government's guidance. We guarantee to provide an accurate understanding of the situation to our community.