

**Subject:** Bite the Biscuit Update  
**Date:** Tuesday, 16 June 2020 at 09:54:10 British Summer Time  
**From:** Vicky Maloney  
**To:** Mailing List - Everybody  
**Attachments:** image001.png

## **Sent on behalf of Stephen Davis**

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Good Morning Everyone

I hope you are all well. I thought I'd send a quick update on where we are with our plans to bring back those appropriate staff for the bite the biscuit programme. As I have stated before our core aim is to continue to protect the wellbeing of both our students and staff have been preeminent in our thinking.

### **The dates of the programme**

Firstly we are amending the dates of the programme by delaying it by one week with the first proposed date being Tuesday 30th of June.

This will give our estates team more time to ensure that we are completely happy with our initial set up for the building with a particular emphasis on staff accommodation.

As you know there is a significant debate around the 2m social distancing moving to 1m. Regardless of any outcome of that debate we are basing our initial set up on the original 2 metre guidance.

### **Risk Assessemets**

As you may recall we have been having, in the main, weekly meetings with our trade union partners ensuring that we have been fully consulting with them and I have been representing the College in the National Covid Working group. This group includes national trade union representation and we have generated a jointly agreed document that we have issued. It was an extremely positive approach with all our trade union partners and I am pleased to report that it mirrors the work that we have been conducting at UCG. The link to the document is [here](#). This approach to risk deals with all the current topics that are being raised including approaches to a risk based approach to individuals risk profile.

### **The day itself**

We will be using the day to allow you to get settled into the new staff accommodation and see for yourselves what steps we have taken. We will also spend time during that day taking staff through the principles of next years timetable and how that will impact on how our buildings will work but crucially it will give all participants the opportunity to ask questions.

We acknowledge that there will be things that we may have missed and your input as staff members will be crucial to help us improve our initial set up. You will receive an individual piece of correspondence from HR that will give you a more detailed outline of the day.

As always a series of FAQs will be added to our micro site at [www.ucg.ac.uk](http://www.ucg.ac.uk)

Best wishes

Steph