

EMPLOYEE WELLBEING SURVEY



Are you thinking about your plans to return to the workplace soon? It's a good idea to ask your employees how they feel about it.

At Heart of the City we want to support you with guidance on how to effectively look after your teams through Coronavirus with these online resources and our 'survive and thrive' weekly webinars for members.

Many of you are now moving on the next challenge: preparing for a gradual return to the workplace. That's why we've created this sample survey to share with your teams. It'll help you understand more about how they're coping, how they want you to update them and how they're feeling about coming back to work. By better understanding the concerns and barriers to returning, you'll have a more effective return to work plan.

If you don't want to send the whole survey to your employees, you could pick one question to send out every week as a quick pulse survey to check how your team is feeling.



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The world around us has changed significantly and we've all had to adapt to a new way of working and living. We want to hear from you about how you're managing and how you're feeling about a return to the workplace in the future. Please take a few minutes to answer these questions - they'll really help us with planning for the future.

CURRENT WORKING ARRANGEMENTS

1. How satisfied are you with your current working from home arrangements? (5= very satisfied, 1= very unsatisfied)

1 2 3 4 5

2. Do you have all the equipment you need to work from home (such as IT and desk setup)? If no, please let us know what additional equipment you need.

Yes No

COMMUNICATION

3. Have we communicated effectively enough with you since the start of the lockdown period?

Yes No

4. Would you like us to update you more frequently during this period?

Yes No

5. Can you highlight any communications that you've particularly appreciated? Have you seen any external examples you'd like to share with us to help us improve?

SUPPORT

6. Do you have any work-related concerns you'd like to tell us about?

7. Are there are parts of your current working situation that you're enjoying and would like to continue after lockdown?



LOOKING TO THE FUTURE

8. Do you currently have any caring responsibilities that would prevent you from coming back to the workplace?

Yes No

9. Are there any other factors that would prevent you from returning to work at this time?

Yes No

10. Would you find it difficult to maintain social distancing when travelling to work? If yes, please share details

Yes No

11. Are you concerned about maintaining social distancing in our work environment?

Yes No

12. Would you be willing to work in a shift pattern to maintain social distancing?

Yes No

13. What changes, if any, would you like to see in our work environment to support social distancing?

14. Do you have any other comments or concerns that you'd like us to consider?

Thanks for completing the survey - we'll share our plans as they progress.



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