

Reassuring disabled colleagues about the coronavirus and their job

Your colleagues might be understandably concerned or anxious about the rapidly changing situation and what this means for their health, their families and their job. Given the media coverage of coronavirus, it is understandable that some of your disabled colleagues may be anxious about catching the virus and their concerns are valid.

In order to address their concerns, we recommend that you create some communications that link to the UK Government's advice. We also recommend that you provide a list of Frequently Asked Questions (FAQs) and answers which employees can refer to on your intranet.

Examples of FAQs

- I have a disability / health condition and I'm concerned about catching Coronavirus whilst travelling to/ being in work – can I work from home and attend meetings remotely?
- I live with someone who has a disability / health condition and I'm concerned about catching Coronavirus and infecting them – what can I do?
- I have a disability/ health condition but I am not unwell. I have been told to self-isolate but I cannot do my job from home – what can I do?
- I have a disability / health condition and I am unwell and self-isolating so cannot do my job – what should I do?
- I have a disability / health condition and I am unwell and self-isolating – will my absence contribute to my sickness score?
- I am unwell and self-isolating – will I receive sick pay?

For answers to these FAQs, you can use the examples we have provided in the guidance on our website [here](#) and tailor them to your organisation.

Direct employees to the right place

Alongside the FAQs on your intranet / email / comms, you should instruct employees to approach their line managers if they have any questions or concerns. You will therefore need to put out some guidelines in communications to your line managers. Again, you should brief your line managers on the FAQs above and use the guidance on our website to inform your line managers on how to answer these questions. This will also help to limit the number of employee queries being sent to your Equality and Diversity team and empower line managers to make decisions.



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Business Disability Forum is a company limited by guarantee with charitable objects.

Registered charity number: 1018463.

Registered Office: Nutmeg House, 60 Gainsford Street, London SE1 2NY.

Registered in England under Company Number: 2603700