

Temporary childcare facility during COVID-19

As part of Our Commitment to you, Qualasept Pharmaxo Holdings Limited and the companies within its group (together “the Company”) has made arrangements for child carers to be available on site in Unit 7, Corsham Business Park to support these unprecedented times where the country has been impacted by COVID-19.

We have made these arrangements to support our valued staff, so that, in turn, staff can continue to support patient care.

Employees of the Company may access the childcare provided by the child carers arranged by the Company at the Company’s expense.

Employee access to the childcare arranged by the Company will be subject to the following:

- Disclosure of health information and any other important information that may impact the childcare
- Compliance with the reasonable instructions of the child carers
- The company childcare arrangements will operate from 08:00 to 18:00 and your manager should be able to accommodate your working pattern fit in with these hours. Prompt drop off and pick up would be appreciated.
- Compliance with government guidance on COVID-19 (for clarity this means that you cannot use the childcare if you, your child or a member of your household is displaying the symptoms of COVID-19)
- You ensure that your child/children are supplied with enough nappies (if applicable), also food and drink to keep them sustained throughout the time period that they are receiving care from the child carers
- You acknowledge that this is a temporary measure, that may be withdrawn by the Company at any time.

If you would like to proceed with childcare on these terms, please sign the acknowledgement slip below, complete the appendix attached and return a copy of this to HR (hr@qphl.co)

Your sincerely

On behalf of QPHL

Acknowledgement:

I acknowledge and agree to the above terms.

Name of staff member:

Signed:

Date:

Appendix 1: Details of any allergies/ health conditions for children receiving childcare

Name of parent/ carer working for the Company:	
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Name of child:	
Age of child:	
Allergies:	
Health conditions:	
Name of GP:	
Emergency contact number:	
Back-up emergency contact number:	
Expected days required for childcare <i>(If you can work more days with this facility in place then please also advise)</i>	
Expected hours per day for childcare <i>(If you can work more hours with this facility in place then please also advise)</i>	

PRINT ADDITIONAL SHEETS FOR ADDITIONAL CHILDREN