

# Communication Tips

from the Downley Covid-19 Action Group

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ensuring the efficient and accurate sharing of information amongst your street

## Objectives

- Help us, DCAG, share information from the Bucks Council and others
- Help you to support your street, and escalate issues up to us if needed

## Establish communication with your houses



- Ask them which form of communication they prefer
- Set up the appropriate communication groups
- This could be a WhatsApp group, email, Facebook page, etc.
- DCAG will regularly send you information to be passed on
- Remember - only share official news, not fake news and rumours

## Houses that haven't been in contact



- Deliver leaflets again if it is safe to do so
- Ask the people you are in contact with to pass the word around
- Remind people its good to be in contact before you need help
- Remember that not everyone is online - some prefer leaflets or a phone call - make sure they don't miss out
- Ask people to ask their neighbours and spread the word around

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## need more help ?

- For urgent requests, where you need more help, you can phone a member of the DCAG Committee at **01494 528133** from 8am to 8pm. This number is currently only for Street Reps to escalate requests.
- Contact us at [info@downley.org](mailto:info@downley.org) for help, and for the WhatsApp chat
- Resources and advice is available at [downley.org/rep-docs](https://downley.org/rep-docs)
- A list of street reps can be found at [downley.org/reps](https://downley.org/reps)
- Info from the Bucks Council is at [buckinghamshire.gov.uk/coronavirus/](https://buckinghamshire.gov.uk/coronavirus/)