

# STAFF WELLBEING POLICY

Amended: June 2022

Approved by Trustees: June 2022

Review date: June 2023

**Vision statement:**

- Promote positive social and emotional wellbeing, mental health, resilience and wellness for pupils, staff and our community
- To create an environment which is stimulating, secure and provides opportunities for all
- To develop an empathy and understanding for our local community.

**Mission statement:**

- At Woodlands School, pupils learn in a safe and thriving environment which is conducive to each and every one making outstanding progress, ensuring they have high aspirations for their own success.
- We promote Wellbeing across Woodlands School through the development of a proactive and enabling culture, under the provision of effective leadership, management and support.

Woodlands School recognises that staff are an important resource. Staff within Woodlands School are valued and supported through an outstanding professional development programme.

Woodlands School are committed to promoting positive mental, physical and emotional wellbeing and will provide suitable support for all members of staff. In addition to acknowledging the school's responsibility to staff wellbeing, staff have the primary responsibility for their own health and wellbeing. This involves taking care of oneself and letting the school know about any aspect of work or the working environment which may be affecting health.

Members of the teaching and non-teaching staff are entitled to be treated fairly and professionally at all times. The Associate/Governing Body of Woodland School takes very seriously its duty of care as an employer to all members of staff and a number of policies and procedures have been made in relation to this duty.

These include:

- Attendance and Absence Management Policy;
- Stress Management Policy;
- Health and Safety Policy;
- Equality of Opportunity Policy;
- Anti-Bullying Policy/Procedure;
- Harassment Procedure;
- Grievance Procedure;
- Whistleblowing Procedure.

Other policies contribute to staff wellbeing by providing certainty, fairness and consistency in the treatment of staff in different contexts, including:

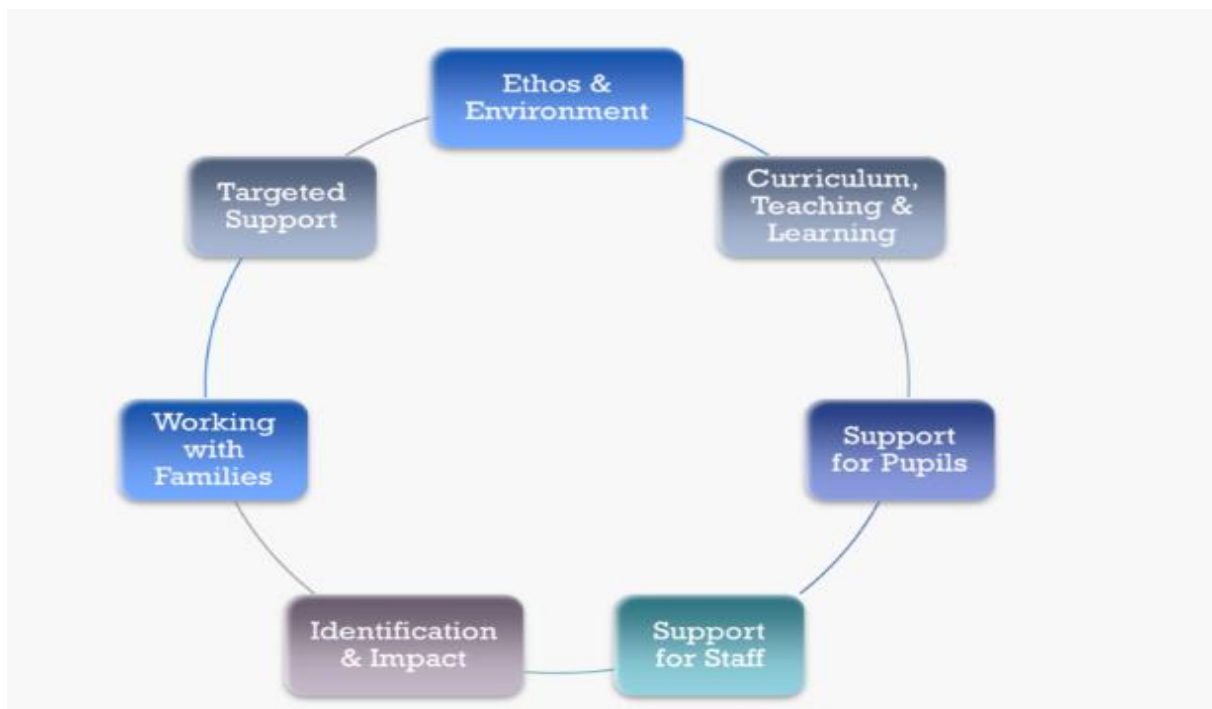
- Pay Policy;
- Performance Management Policies for Teaching and Support Staff;
- General Data Protection Regulation (GDPR);
- Behaviour Policy;
- Safeguarding Children;
- Shared Parental Leave Policy [may also add maternity/paternity/adoption policies];
- Continuing Professional Development Policy;
- Disability Leave Policy;
- Flexible Working Policy;
- Alcohol/Drug Abuse Policy.

## Practice

Woodlands School will:

- Carry out the Well Being questionnaire every two years
- Use the information from the Well Being questionnaires to produce an action plan
- Keep staff up to date with wellbeing issues through a staff wellbeing notice board/emails and bulletins
- Have regular opportunities to allow staff to discuss wellbeing issues
- Provide a range of strategies for involving staff in school decision making processes
- Ensure appraisal systems are linked to clear job descriptions
  - Provide additional support in particularly stressful times
- Encourage staff to use the *free* staff counsellor (available onsite), if required
- Regularly review communication systems to ensure staff are well informed
- Ensure all staff have access to professional development opportunities
- Regularly review the demands on staff time to see if things can be done more efficiently
- Ensure a positive school ethos where everyone is valued
- Offer CPD and access to a Wellbeing Lead to provide staff with knowledge and the confidence to deal positively with stressful incidents
  - Respond sensitively and flexibly to external pressures impacting on staff lives
  - Maintain contact with staff when they are absent from work for a long time, and provide support on their return to work
- Work towards positive staff pupil relationships, to ensure an effective teaching and learning environment and a happy place to work for staff and pupils.

## Woodland's Emotional Health & Wellbeing Principles



The seven identified Emotional Health and Wellbeing principles will underpin the approaches used to support the development and integration of wellbeing strategies within the school. School policy and curriculum delivery will be tailored to promote the key aspects of improving wellbeing. It will focus on

creating a physically, emotionally and socially rich environment where key relationships can thrive and pupils can feel secure in their learning.

**ACTION PLAN**

- Working with Achievement forAll we will offer well-being CPD to all staff.
- Offer on-site counselling to all staff free of charge.
- Continue to work with the well-being change team who offer support to all stakeholders across our community.



Signed: \_\_\_\_\_  
Head Teacher

27<sup>th</sup> June 2022

Dated: \_\_\_\_\_



Signed: \_\_\_\_\_  
Chair of Trustees

27<sup>th</sup> June 2022

Dated: \_\_\_\_\_