



## **Staff Wellbeing and Care Policy**

### **What is this policy for?**

This policy outlines the ways in which we work together to make sure our school is a safe, caring and happy place in which to work, which helps to enhance individual well-being, through personal fulfilment and professional identity.

All staff at Becket Primary School work hard to support and care for all of the children in our school. We understand that at times we may be subjected to acts of aggression or threats but, as adults, we know that it is part of our duty to protect the children in our care and that they are still learning how to behave appropriately.

However, we do understand that, at times, members of staff may become hurt or injured causing distress. It is the duty of the Senior Leadership Team and Governing Body to ensure that staff are able to have an outlet when they are upset. This policy outlines the rights of every member of staff.

### **The vision for staff wellbeing and care**

We have a holistic, proactive approach to managing health and rehabilitation issues at work, with everyone – staff, leadership team, governors and occupational health- working together. We aim to tackle the causes of workplace injury and ill health, including stress and anxiety, address the impact of health on employees capacity to work, providing support for those with health conditions and rehabilitation and promote healthier lifestyles and well-being to help improve the general health of the workforce.

Although confidentiality is important for trusting relationships, where possible, staff are encouraged to share their mental or physical needs in an open way with colleagues, to maximise support networks available.

### **Who is Mental health Champion?**

We expect all staff to be mental health champions but our named people who maintain the importance of mental health issues and champion their interest are Miss Bembridge, Miss Wilkes and Miss Crandon. This role includes the promotion of well-being materials, being a listening ear, acting as a signpost for other services, relaying ideas and information that could further improve the well-being of the school and promoting positive language in relation to mental health.

### **What do we do?**

We pride ourselves on living through our values of compassion, honesty, perseverance, respect and trust.

In order to support well-being in school we:

- Are mindful of the language we use to talk about mental health.
- Encourage individuals to communicate their needs and concerns.
- Promote good relationships between staff
- Treat people as we want to be treated
- Respect that different staff may want to manage their mental health in different ways (as long as it does not impact on the pupils)
- Develop a supportive process in which staff can trust



**We care. We learn. We achieve.**

- Ensure staff feel part of the decisions that affect them
- Recognise the demands of the workload and continue to reduce this where possible or seek to balance it over a school year.
- Hold reflection times for staff.

### **What happens at the point of crisis?**

If a member of staff is hurt or upset due to:

- Being hit by a child
- Being screamed at by a child
- Being threatened by a child
- A child running off and being unsafe
- Caring for a child with a serious injury/choking
- Being threatened by an adult

Then, without question, the staff member will be entitled to:

- A break
- A listening ear (ZB, LA, DW, SH or RB)

This is to assist the member of staff to calm down and offload. Following this, the staff member and a Senior Leader will decide on the best course of action. In very extreme cases, the member of staff may be allowed to go home. In addition reflection time is offered fortnightly.

If a member of staff raises a concern about workload their line manager, Executive Headteacher or Head of School will discuss the concerns raised and strategies for addressing concerns these may include but are not limited to:

- Identifying priorities and supporting time management
- Non-contact time
- Delegation of tasks
- Signposting to well-being support

### **What further support can be offered?**

Staff who are struggling over a longer period of time will be invited to talk with the Head of School or Executive Head who will attempt to address the issues. In such instances staff may be offered counselling through our Health Assured (0800 030 5182) 24 hour support service, (coaching from a member of staff or support through their GP).

#### **Useful websites for support**

[www.annafreud.org/what-we-do/schools-in-mind](http://www.annafreud.org/what-we-do/schools-in-mind)

[www.mentallyhealthyschools.org.uk](http://www.mentallyhealthyschools.org.uk)

[www.Mindfulteachers.org](http://www.Mindfulteachers.org)

[www.mentalhealth.org.uk/](http://www.mentalhealth.org.uk/)

[www.mentalhealth.org.uk/sites/default/files/how-to-manage-and-reduce-stress.pdf](http://www.mentalhealth.org.uk/sites/default/files/how-to-manage-and-reduce-stress.pdf)

### **How do we measure success in wellbeing?**

#### **What works well at Becket?**

- We get on well together
- We share a philosophy of education
- We all talk to each other and we are very good at being 'aware 'of each other

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- If someone notices someone isn't quite 'right' but they don't feel they can ask them they'll flag it to another teacher who is closer to them or to the SLT
  - Staff offered time for professional development
  - Staff can communicate concerns in person, by text or email
  - Staff supported to debrief incidents of violent or aggressive behaviour from pupils with SEMH needs.
  - We work towards a school development plan together which staff contribute to the formation and the evaluation
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- Shared social events e.g. Christmas and summer nights out
  - Staff offered courses to support mental health and wellbeing issues, and good uptake from all staff.

### **How do we know?**

- Low sickness rates amongst staff for minor illness
- Learning support staff offered time in lieu if attending residential over their normal hours
- Occupational health offered to support our staff to return to work or manage health conditions.
- Many individuals talk openly about mental health/personal situations and find solutions to aid their wellbeing.
- Staff talk together when they find a professional situation difficult, knowing colleagues will offer solutions
- Good staff retention
- Staff feel valued

### **Conclusion**

This policy will be reviewed in line with the governing body's schedule of policy review. It should be considered alongside other relevant policy statements.

### **Monitoring and Evaluation**

This policy will be reviewed bi-annually or earlier if information changes. The well-being governor (Chair) will be responsible for monitoring staff well-being.

Policy written: December 2022

Policy reviewed: November 2023

Next Review date: November 2025

Ratified by the Local Governing Body: December 2023