

LONSDALE



Staff Well-Being Policy

Reviewed by SLT
Review Date:

March 2019
March 2021

This document is applicable to both School and REP

1. Rationale

At Lonsdale School, we recognise that our staff are our most important resource and are valued, supported and encouraged to develop both personally and professionally within a caring, purposeful learning community.

We recognise that there is a direct correlation between the wellbeing of our staff and the wellbeing of our pupils, and that the culture and ethos of a school are determined by the extent to which staff work towards a shared vision.

We believe that it is essential that all staff feel part of a valued team, have the opportunity to express their views and are supported to manage their workload within a culture that supports a healthy work-life balance.

The purpose of this policy is to provide a document that embraces the many school practices that support staff health and wellbeing, to minimise the harm from stress and ensure that there is cohesion and progress in working towards the health and wellbeing of all staff

2. Aims

We aim to ensure that our school:

- supports staff mental health and wellbeing
- minimises stress
- helps staff to keep a healthy work-life balance and manage their family and work responsibilities
- ensures staff feel valued
- recognises and promotes the importance of a happy team
- involves staff in decision making
- takes account of equality implications.

3. Guidelines for implementation

The Senior Leadership Team and Governing Board will: -

- Work towards a school ethos where all staff are valued, where respect, empathy and honesty are the cornerstones of all school relationships.
- Provide personal and professional development such as team building, management of change, stress management, assertiveness, communications etc.
- Provide a range of strategies for involving staff in school decision making processes.
- Operate sensitive Performance Management and Appraisals linked to clear job specifications.
- Provide extra support at certain times of particular stress and/or difficulty e.g. Ofsted Inspections
- Provide a non-judgemental and confidential support system e.g. mentors
- Promote information about and access to supportive services
- Ensure that, as part of the risk assessment processes of staff workload, there are robust evaluations of the risks of harm and act upon such findings
- Provide staff, through training and building security, with a sense of safety and the confidence to deal positively with stressful incidents
- Review the demands on teachers, support staff and administrative staff in the time spent on paperwork and seek practical alternative solutions wherever possible
- Respond sensitively and flexibly to external pressures that impact on staff lives whilst at the same time ensuring the efficient running of the school
- Maintain contact with staff when they are absent for long periods (by a named person)
- Maintain positive staff-pupil relationships to ensure an effective teaching and learning environment

SLT, Governing Board and school staff will jointly work towards an ethos where everyone is valued, where respect, empathy and honesty are the cornerstones of all school relationships and where health and wellbeing are held central to school practice. We expect all staff to show respect and empathy for each other, and to treat confidential information sensitively and according to school policy.

4. Support in specific circumstances

School will provide support and discuss options as appropriate to specific circumstances. In some cases, it may be necessary to seek external services but the school will continue to support even when external services are involved. Details of the Lonsdale Medical and Well-Being Support package can be found in the Staff Handbook in the network staff shared area.

Staff are encouraged to arrange medical appointments outside of school hours. Where this is not possible, support will be given on an individual basis.

Where possible, staff are supported with their work-life balance and wellbeing outside the school. This could be through providing staff with leave for special events and celebrations, or time off to deal with specific family circumstances or crisis.

5. Related policies

This policy should be read in conjunction with policies for:

- Equal Opportunities
- Leave of Absence
- Pay & Appraisal
- Health & Safety
- Health & Attendance
- Whistleblowing.