



# STAFF WELLBEING & MENTAL HEALTH POLICY

<b>Status:</b>	<b>Non-statutory</b>
<b>Policy reviewed by:</b>	<b>L Slee</b>
<b>Policy ratified by:</b>	<b>Headteacher</b>
<b>Date of policy:</b>	<b>December 2020</b>
<b>Date of next review:</b>	<b>December 2023</b>
<b>Links to other policies:</b>	Professional Development Policy Career Progression Pathways for Teaching Assistants Safeguarding Supervision Policy Coaching and Mentoring Policy Health and Safety Policy Equal Opportunities Policy Accessibility Policy and Action Plan Complaints Policy Grievance Policy
<b>Signed:</b>	

## **Introduction**

Red Gates School is committed to providing a healthy working environment and improving the quality of working lives for all staff. The wellbeing policy aims to outline our strategy and to support Red Gates School's vision Statement and the recognition that Red Gates School's staff are its greatest asset.

The Chartered Institute of Personnel and Development (CIPD) define wellbeing as

*'Creating an environment to promote a state of contentment which allows an employee to flourish and achieve their full potential for the benefit of themselves and their organisation.'* (CIPD 2016)

Through the integration of wellbeing in all work activities and practices, a positive environment can be created that is compatible with promoting staff engagement, performance and achievement. Working in partnership with all areas of Red Gates School with a common interest in promoting a culture of wellbeing is key to the success of this policy.

The ultimate goal of Red Gates Wellbeing strategy and policy is to improve the health, safety and wellbeing of Red Gates staff and to prevent work associated ill health, for the overall benefit of staff and the organisation. This encompasses the physical, mental and social health of employees and recognises that employees' values, personal development and work within Red Gates School contribute to their overall wellbeing at work.

Red Gates School has a large workforce which is diverse. This Wellbeing policy reflects and inculcates the Equalities Act 2010.

This policy aims to bring together all initiatives already in place within Red Gates School for supporting and maximising the health and wellbeing of staff.

Through the coordination of current wellbeing activities and the identification of further opportunities, an action plan is developed that consolidates existing work and achieves additional progress. This action plan has been developed using CIPD's five recognised domains of wellbeing, namely: health, work, values/principles, collective/social and personal growth.

## **Context**

The time individuals spend at work emphasises the importance of promoting health and wellbeing in the workplace. Investing in staff wellbeing can have positive outcomes both for staff and Red Gates School. Studies have shown there is a relationship between the psychological wellbeing of employees and positive organisational outcomes, such as reduced levels of sickness absence as well as enhanced productivity and performance.

This Wellbeing policy is informed by related national strategies and guidance, as well as a number of legal requirements, including the employer's duty of care.

### **Vision**

This Wellbeing policy is designed to ensure that:

- Red Gates School provides clear leadership and management in relation to wellbeing
- There is optimal engagement of all stakeholders and effective partnerships
- Best use is made of the resources available to optimise the delivery of the policy
- Actions lead to long-term, sustainable improvements in the health and wellbeing of Red Gates School population.

### **Aims and Objectives**

This Wellbeing policy aims to represents a commitment to an integrated approach to staff wellbeing that creates:

- A sense of belonging
- An environment and culture based on shared values and trust
- An environment where staff wellbeing is integrated into day-to-day practices
- An environment that recognises skills and encourages personal development

This policy's objectives are to bring together all those with a role to play in relation to the health and wellbeing of Red Gates School staff. By bringing together these initiatives the policy will:

- Lead the implementation of the wellbeing policy
- Raise awareness of current initiatives and their connection to health and wellbeing
- Help develop specific outcome measures designed to monitor the policy's progress and success
- Consider how initiatives, developed in response to the identified outcomes, might be developed and funded

In support of these aims and objectives and within the available resources, Red Gates School will support this strategic plan and work across several internal influences including:

- Human Resources Policies
- Health and Safety principles
- Stakeholders including staff, staff leaders and other Red Gates members
- Trade Union engagement

### **Red Gates Leadership Team (LMT) are responsible for**

- a safe and healthy environment for all employees at work

- implementing safe systems of work to safeguard employees' health and wellbeing
- engaging with staff to promote and enhance employee health and wellbeing
- risk assessing work stress and implementing necessary control measures to prevent harmful stress and consider the necessary support mechanisms at work
- effective recruitment, staff development and training
- recognising work stress amongst staff and offering necessary support/control measures
- creating a culture that where problems arise they are quickly identified and solution considered against an individual's needs
- implementing and monitoring workload in relation to health and work
- implementing effective return to work policies following staff illness/absence from work

### **Staff are responsible for**

- engaging with management to work together to enhance employee wellbeing – making effective use of the school management system to highlight concerns and issues arising and to share ideas and new proposals
- reporting stress and ill health to management as early as possible
- responding to training and development opportunities
- complying with the control measures and contacting support agencies where their wellbeing is threatened

### **Context**

To achieve success Red Gates School provides leadership and promotes collaboration on issues that have an impact on the health and wellbeing of the working population.

To drive this policy forward senior management and governor recognition and support ensures a culture that promotes wellbeing and a positive work/life balance.

Work already exists in the following key areas:

- Improving working lives through employment policies such as absence management and dignity at work
- Creating a safe place to work through health and safety policy and initiatives
- Decreasing the interval between treatment and return to work through occupational health referral and advice
- Career development through Continuing Professional Development (CPD)
- Human resource initiatives such as widening participation and equality and diversity
- Annual Manual Handling of inanimate objects training
- Termly Health and Safety Committee meetings and additional as needed
- Personal support through the Staff Inner Armour Listening offer and World of Wellbeing. Current contact details are available in staff rooms and work rooms. A Wellbeing folder saved in Teacher Share contains information for staff related to

wellbeing and mental health.

**How we will measure our success?**

- The number of work absences due to ill health
- Staff turnover
- Accident monitoring
- Introduction of new wellbeing initiatives
- Staff survey analysis as an indicator of organisational wellbeing
- Review of comparable data (year-on-year)
- Reviewing relevant data, including stress, support services referrals etc
- Annual report to the Governors, identifying outcome measures that will allow us to report on progress, determine success and direct future initiatives