

# ***Learning and living as children of God***

*(Ephesians 5:1)(You are God's children whom he loves. Try to be like God)*

## **Deerhurst and Apperley C of E Primary School**



## **Wellbeing Policy (formally Stress)**

**Jan 2023**

**Review 2025**

Stress policy:

### **Introduction**

The school is committed to protecting the health, safety and welfare of our employees. We recognise that workplace stress is a health and safety issue and acknowledge the importance of identifying, controlling and reducing workplace stressors.

This policy will apply to everyone working at Deerhurst & Apperley School. The head teacher is responsible for its implementation.

### **Definition of stress**

The generally accepted definition of stress is “the adverse reaction people have to excessive pressure or other types of demand placed on them”. This makes an important distinction between pressure, which can be a positive state if managed correctly, and stress, which can be detrimental to health.

### **Policy**

- The school will maintain an open communication with staff and Governors regarding the identification of significant workplace stressors and identify the control measures required to eliminate / minimise the risks associated with stress
- The school will consult with staff on proposed action relating to the prevention of workplace stress.
- The school will provide information and training for staff in and relevant good management practices.
- The school will provide confidential support for staff affected by stress caused by either work or external factors.
- The school will allow reasonable time to enable the implementation of the agreed stress management policy.
- The school buys in to the Occupational Assistance Programme

### **Responsibilities**

#### **Head Teacher**

- Assist in conducting and implement recommendations of risks assessments within their areas of responsibility.
- Ensure good communication between staff, particularly where there are organisational and procedural changes.
- Ensure staff are trained to discharge their expected undertaking.
- Monitor workloads to ensure that people are not overloaded.
- Monitor working hours and overtime to ensure that staff are not overworking.
- Monitor holidays to ensure that staff are taking sufficient breaks from work.
- Attend training as requested in good practice and health and safety.
- Ensure that where known, bullying and harassment is not tolerated within their areas of responsibility.
- Be vigilant and offer additional support to an employee who is experiencing stress outside work e.g. bereavement, divorce, separation, family illness, etc.

#### **Staff**

- Raise issues of concern whether for yourself or others with the Head Teacher.
- Accept opportunities for outside referrals or counselling when recommended.

This policy is to be reviewed by staff at staff meeting and for ratification by Governors at the next FGB meeting March 2023

Head teacher : Jayne Neveu

Date:

Signed:

Chair of Governors: Chris Davis

Date:

Signed: