

Bathwick St. Mary Church School

'Achieving excellence through the pursuit of good'



Staff Mental Health and Wellbeing Policy

Document Control			
Policy name:	Staff Mental Health and Wellbeing Policy		
Effective date:	January 2019	Next review date:	January 2021
Prepared by:	Headteacher and Staff		
Reviewed by:	Personnel Committee	Date:	January 2019
Document version:	2.0: Complete re-write (January 2019) 1.0: Original Document (September 2012)		

Our School Policies should be understood as part of the overall strategy of the School, and put into practice within the context of our Vision, Mission and Christian Values (**Love, Joyfulness, Respect, Forgiveness, Perseverance, Fairness**) as a Church School, with a particular focus on the promotion of equality.

Rationale

As a place of work where staff spend the majority of the working day, the Local Governing Body and Headteacher have a duty to provide a safe, secure and supportive environment that supports and promotes wellbeing. This policy has been created to outline how we will promote the mental and physical wellbeing of all staff. We aim to have a happy and motivated staff who find joy in their role in school and are able to manage usual workplace pressures.

Teaching is a rewarding but demanding choice of career and working in a school environment can have a specific set of pressures, whatever the role. As such, we recognise that work can bring with it a level of stress and anxiety at times. Whilst this is usually dealt with informally and appropriately by staff for example, seeking advice and support from other members of the team, there are occasions when these feelings might be more persistent in strength or time. We encourage that staff share these experiences and know that they are supported in finding ways to resolve them.

We recognise that not only can the job be stressful at times but that there may be circumstances outside of school that are having an impact on how staff feel. No staff will be judged or treated differently because of this and staff should know that there are people within school who they can speak to and that they do not have to cope alone.

Mild and brief episodes of worry can sometimes be more sustained. In the United Kingdom one in four people will experience some kind of mental health problem in the course of a year (www.mind.org.uk). This often manifests itself as anxiety and depression. Whilst we do not have professionals within school who are able to counsel staff, we are fully committed to supporting staff in seeking help and in their return to good health.

Children's Mental Health and Wellbeing

As a Church School, underpinned by our core Christian Values, we recognise that each child is made in the image of God. We promote positive mental health for every child using both whole school approaches and

targeted specialist approaches aimed at vulnerable pupils. This policy should be read in conjunction with the following policies which directly and/or indirectly support children's mental health and wellbeing:

- Medical policy
- SEND policy
- Behaviour and Anti-Bullying
- Safeguarding

Children's Mental Health is potentially a Safeguarding concern. Where there are concerns about a child's mental health or wellbeing, this should be shared without delay (within the same school day) with the Designated Safeguarding Lead (Headteacher, Kevin Purkiss) or Deputy Designated Safeguarding Lead (Deputy Headteacher, Claire Rigby). Where a disclosure is made, staff will follow the Safeguarding procedures laid out in the Safeguarding Policy.

Staff may also seek support and guidance from the Head of Juniors, Duncan Jackson, or SENCO, Ally Elliott. In addition, our School Nurse (currently Claire Squires), can signpost for children and families. All staff have annual Safeguarding training and updates, including regular review of children 'At Risk' in each Teacher (weekly) and support staff (termly) meeting.

The skills, knowledge and understanding needed by our pupils to keep themselves and others physically and mentally healthy and safe are included as part of our PSHE curriculum, led by Ellie Manaton.

Factors that impact on wellbeing and mental health

The Health and Safety Executive have produced a number of Management Standards which cover the primary sources of stress at work that, if not properly managed, are associated with poor health and wellbeing, lower productivity and increased sickness absence. These are:

- Demands – i.e. workload, work patterns and the work environment.
- Control – i.e. how much say the person has in the way they do their work.
- Support – i.e. the encouragement, sponsorship and resources provided by the organisation, line management and colleagues.
- Relationships – i.e. promoting positive working to avoid conflict and dealing with unacceptable behaviour.
- Role – such as whether people understand their role within the organisation and whether the organisation ensures that they do not have conflicting roles.
- Change – such as how organisational change (large or small) is managed and communicated within the organisation.

How we promote wellbeing

The Headteacher, Senior Leaders and Local Governing Body are aware of the above factors. They will aim to ensure a measured and balanced approach to the above list within fair and appropriate constraints of the job role and level of responsibility.

We will promote the well-being of all staff by:

- Aiming to establish a working environment where potential work-related stressors as far as practicable are avoided, minimised or mitigated and a culture of openness, fairness and respect in maintained and precious guarded
- Increasing all staff's awareness of the causes and effects of stress

- Developing a culture that is open and supportive of people experiencing stress or other forms of mental ill-health
- Providing effective training for leaders so they can support their teams effectively and fairly
- Aim to support staff so they feel they are able to maintain an appropriate work life balance
- Developing a culture of co-operation, trust and mutual respect within the school
- Maintaining confidentiality if and when any concerns are shared and only sharing these with other staff members once agreed by the member of staff concerned
- Ensuring staff know they can share concerns with a senior leader, Headteacher or Governing Body as appropriate
- Promoting effective methods of communication
- Undertake an anonymous annual survey to consider aspects on mental health and wellbeing, the results of which can be analysed by senior leader and the Local Governing Body, collated results made available to staff and actions agreed
- Share with staff the following web resources, especially the Education Support Partnership: <https://www.educationsupportpartnership.org.uk/>, a UK charity dedicated to improving the health and wellbeing of the entire education workforce
- Establish a designated Wellbeing Champion in the school (currently Claire Rigby) and associated Governor (currently Matt Cochrane) who will together ensure the above actions and practices integrated, sustained and monitored for impact; responsive to pupil and parent voice; and fully linked to other avenues of support.

Supporting Staff

We recognise that a member of staff who is experiencing mental well-being problems may exhibit behaviours that are different from their normal self. Where this is the case, staff will be offered support from within school and then externally by professionals, guided by the School Nurse team. This would be a staged process and a member of staff knowing that they are being supported internally may be enough. Each person will be treated as an individual and the support they require will be led by them.

Avenues of information and support from BWMAT

BWMAT provides a number of avenues of support via 'Shared Info' on SharePoint. Currently advice and support is available for the following topics, with a new topic available each month:

- Safer Internet
- Mental Health and Stress Management
- Dyslexia Awareness
- Diabetes
- Prostate Cancer
- Alcohol Awareness

Employee benefits are listed via 'Shared Info' on SharePoint, including: flexible working and family friendly policies, childcare vouchers, Occupational Health support, Counselling Service, Cycle to Work Scheme, Gym membership and discounts at some retailers.

Useful web resources and avenues of information and support

1 Big Database (B&NES) <https://www.bathnes1bd.org.uk/>

Information about a range of family related issues in Bath and North East Somerset

Acas www.acas.org.uk

Information on stress, bullying, and employer and employee rights, in the workplace

Adfam <https://adfam.org.uk/>

Improving life for families affected by drugs and alcohol

Alcoholics Anonymous www.alcoholics-anonymous.org.uk

Fellowship of men and women who share their experience, strength and hope with each other to recover from alcoholism.

Anxiety UK www.anxietyuk.org.uk

Working to relieve and support those living with anxiety and anxiety-based depression by providing information, support and understanding via an extensive range of services, including 1:1 therapy.

Avon and Wiltshire Mental Health Partnership <http://www.awp.nhs.uk/>

Mental health support

Carers UK www.carersuk.org

The voice of carers

Child Bereavement UK <https://childbereavementuk.org>

Supporting families and educating professionals when a baby or child of any age dies or is dying, or when a child is facing bereavement.

Disability Rights Commission www.equalityhumanrights.com

The new commission is working to eliminate discrimination, reduce inequality, protect human rights and to build good relations, ensuring that everyone has a fair chance to participate in society.

Education Support Partnership <https://www.educationsupportpartnership.org.uk>

UK charity dedicated to improving the health and wellbeing of the entire education workforce

Gingerbread www.gingerbread.org.uk

Gingerbread and One Parent Families have now merged to provide better support and a bigger voice to 1.8 million lone parents and their children throughout England and Wales.

HSE <http://www.hse.gov.uk/stress/standards/>

Information on the stress management standards

International Stress Management Organisation www.isma.org.uk

Useful help and guidance for managers and organisations on stress management

Investors in People www.investorsinpeople.co.uk

Information and guidance and tools on health and well being in the workplace

MeeTwo www.meetwo.co.uk

A free App that lets users post anonymously and receive support and advice about their worries from other teens.

Mind www.mind.org.uk

Mind provides trusted advice and support to empower anyone experiencing a mental health problem.

The Mind and Soul Foundation www.mindandsoulfoundation.org/

The Mind and Soul Foundation aims to educate – sharing the best of Christian theology and scientific advances; equip – helping people meet with God and recover from emotional distress; encourage – engaging with the local church and mental health services.

Mindful Employer www.mindfulemployer.net

Information and guidance on managing stress and mental health in the workplace

National Domestic Violence Helpline <http://www.nationaldomesticviolencehelpline.org.uk>

The Freephone 24 Hour National Domestic Violence Helpline, run in partnership between Women's Aid and Refuge, is a national service for women experiencing domestic violence, their family, friends, colleagues and others calling on their behalf.

PAPYRUS www.papyrus-uk.org

PAPYRUS is the national charity for the prevention of young suicide.

Princess Royal Trust for Carers <http://www.carers.org>

Here to improve carers' lives by fighting for equality and recognition for carers.

Relate <http://www.relate.org.uk>

UK's largest provider of relationship counselling and sex therapy.

Rethink: living with mental illness www.rethink.org/living-with-mental-illness/young-people

Rethink provides expert, accredited advice and information to everyone affected by mental health problems.

Samaritans <http://www.samaritans.org.uk>

Worklife and business training on managing stress in the workplace

Talk to Frank www.talktofrank.com

Information about drugs

The Children's Society www.childrenssociety.org.uk

A national charity that works with the country's most vulnerable children and young people.

The Stress Management Society <http://www.stress.org.uk>

Non-profit making organisation dedicated to helping people tackle stress. It gives a helping hand to those who could benefit from some good advice.

UK Stress Network: <http://www.workstress.net>

Winston's Wish www.winstonswish.org/

Providing specialist child bereavement support services across the UK, including in-depth therapeutic help in individual, group and residential settings.

Work Life Balance Centre <http://www.worklifebalancecentre.org>

Exists to help people restore control over their workload and working lives we enable them to cut down overworking and so make new decisions about how they spend their time.

YoungMinds <https://youngminds.org.uk/>

The UK's leading charity championing the wellbeing and mental health of young people. They offer resources and bespoke training for schools and support for parents and young people. In addition they have a dedicated section on caring for the wellbeing of teachers and school staff.