



# Staff Wellbeing Policy

Our Trust and school statement of commitment

Board Approved Date:	<b>October 2024</b>
Version:	<b>0.2</b>
Author Initials:	<b>TH/NB</b>
Review Date:	<b>November 2026</b>

## **1. Our Trust Commitment**

- It is imperative that all stakeholders of Education South West i.e. Trustees, governors, headteachers, senior leaders, staff, parents and students feel supported and happy.
- We must focus attention on how important the workload and wellbeing agenda is to our procedures including workload management, recruitment and retention, succession planning and our aim for a positive and supportive culture in all our schools.
- The following pledges reflect our commitment to addressing workload and wellbeing.

**It is the expectation that each school will adopt the ESW Trust Policy and will write a specific commitment to staff well-being statement as is appropriate to their setting.**

## **2. Education South West Wellbeing Statement**

We believe having a mentally healthy community is not about being happy all the time, but about working together through the challenges and sharing the celebrations; feeling supported, heard, accepted, valued and empowered.

- Staff should feel respected at all times.
- We must never jump to conclusions regarding individuals.
- We will discuss wellbeing and workload at all meetings.
- We never expect additional information other than what is asked for.
- We respect the work life balance of our staff and although it sometimes suits people to email at different times, a response is not expected outside of normal working hours.
- We will follow policies and procedures and respect time needed for tasks
- We will consider workload when initiating strategies
- We support our staff to manage their workload
- We encourage manageable assessment – 'live' marking / purple pen
- We share resources/curriculum development/planning across the MAT to reduce workload
- Everyone feels comfortable to raise concerns about the school (Whistleblowing Policy)

## **3. Key features of a Trust school statement of commitment**

1. Ensure that relational policy and practice is at the forefront of our interactions with students and between staff so that we all feel safe, secure and understood.
2. Ensure that our curriculum and staff development teach our students and staff about maintaining mental health and wellbeing and gives strategies to support this.
3. Develop support plans and interventions (Thrive based) for students which support social, emotional and mental health and wellbeing.
4. Provide CPD which gives staff the skills and knowledge to teach wellbeing in practice to pupils and how to look after themselves as education professionals.
5. Integrate our work on wellbeing with our ethos as a Rights Respecting School: students feel their opinion is heard (UNCRC article 12) and that they can enjoy the best possible health (UNCRC article 24).
6. Support school staff to maintain their own wellbeing by setting an appropriate workload.

7. Signpost to and/or provide school staff with clear access to support structures which support wellbeing eg. Medigold Employment Assistance Programme and Sharepoint resources - [Mental Health and Wellbeing Videos and Resources](#)
8. Provide access to professional learning for our staff so that they feel valued and developed as members of our community.
9. Seek the views of our wider school community and share information about wellbeing with them.
10. Collaborate and share good practice with other schools as part of the trust and teaching school community.

### **Our action plan for improvement 2024-25**

- Implement the ESW Trust Mental Health strategic plan. Led in each school by mental health leaders .
- Embed changes in the behaviour policy - relational policy / restorative approaches alongside clear sanctions. Led and owned by staff.
- Constantly review workload demands when introducing strategies for improvement.
- Respond to staff workload concerns and suggestions through the annual Wellbeing and Workload Survey and the wellbeing@educationsouthwest email
- Train and appoint a further cohort of Mental Health First Aiders and Senior Mental Health Leads to support all staff. All schools to have at least one trained mental health first aider.
- Share and regularly update mental health and wellbeing resources on ESW Sharepoint site. [Mental Health and Wellbeing Videos and Resources](#)

## **Appendix 1**

### **How positive staff wellbeing is promoted across Education South West**

#### **Looking After Our Staff**

- All ESW staff have access to Medigold **Employee Assistance Programme**. This offers 24/7 counselling support, tailored advice on legal and financial issues, mindfulness and CBT support etc
- Free use of school gyms is offered to all ESW staff.
- [wellbeing@educationsouthwest.org.uk](mailto:wellbeing@educationsouthwest.org.uk) has been set up for staff to raise wellbeing concerns or suggest improvements.
- Our schools encourage positive links to professional associations / trade unions
- Headteacher/ School Leader support - All heads are engaged with a Professional Partner from the Devon School Leadership Service. Termly confidential catch up conversation.
- A library of resources and videos is regularly added to on the Teaching and Learning Sharepoint site [Mental Health and Wellbeing Videos and Resources](#)
- NB role offers ongoing pastoral support to staff across the trust.
- Staff Wellbeing and Workload survey is completed in March with response to staff sent out soon after.
- Staff surveys are completed in autumn and summer terms. These are analysed and any actions followed up. In addition to this, one school also uses a termly Warwick and Edinburgh staff survey that is discussed with the staff wellbeing group.
- Reasons for staff absence are monitored.
- Return to work interviews are held and phased returns to work or adjustments to duties are offered where appropriate.
- Stress risk assessments are undertaken where appropriate.
- Headteachers are encouraged to engage with their Professional Partner from the Devon School Leadership Service.

### **Mental Health First Aid**

- Two Day Mental Health First Aid training has been undertaken by 31 members of staff across the trust since October 2021. Training and refresher sessions are arranged each year.
- Nine members of ESW staff have completed the Senior Mental Health Lead training to develop and implement a whole school approach.
- Registered Mental Health First Aiders are now available in all schools across Education South West.

### **Governors**

- Ensure agenda items cover workload and wellbeing, including analysis of staff surveys in autumn and summer terms.
- Wellbeing discussions take place between staff and pupils on Governor visits to schools.
- Wellbeing Governors regularly meet to share practice.

