



# STAFF WELLBEING POLICY

Current Version 1.0

## 1. Statement of intent

- At St Andrew's Pre-school we emphasise the importance of positive relationships. This begins with the relationship within the staff team. We promote a mutually welcoming atmosphere amongst our staff team.
- St Andrew's Pre-school is committed to providing a safe, secure and supportive environment for all members of staff.
- All members of staff will be made aware of the warning signs that can indicate whether a person is having trouble managing stress. All members of staff will be vigilant for signs of difficulty managing stress in their colleagues, as well as themselves.

### 5 steps to mental wellbeing

<https://www.nhs.uk/mental-health/self-help/guides-tools-and-activities/five-steps-to-mental-wellbeing>

Evidence suggests there are 5 steps you can take to improve your mental health and wellbeing. Trying these things could help you feel more positive and able to get the most out of life.

#### Connect with other people

Good relationships are important for your mental wellbeing.

#### Be physically active

Being active is not only great for your physical health and fitness. Evidence also shows it can also improve your mental wellbeing.

#### Learn new skills

Research shows that learning new skills can also improve your mental wellbeing.

#### Give to others

Research suggests that acts of giving and kindness can help improve your mental wellbeing.

#### Pay attention to the present moment (mindfulness)

Paying more attention to the present moment can improve your mental wellbeing. This includes your thoughts and feelings, your body and the world around you.

## 2. Warning signs

Some of the behavioural indicators that are caused by stress include, but are not limited to the following:

- Difficulty sleeping
- Changes in eating habit
- Increased smoking or drinking
- Isolation from friends and family



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- Poor attendance at work

Some of the physical indicators caused by stress include, but are not limited to the following:

- Tiredness
- Indigestion and nausea
- Headaches
- Aching muscles
- Heart palpitations

Some of the mental indicators caused by stress include, but are not limited to the following:

- Indecisiveness
- Difficulty concentrating
- Memory loss
- Feelings of inadequacy
- Low self-esteem
- Poor organisation

Some of the emotional indicators caused by stress include, but are not limited to the following:

- Anger or irritability
- Anxiety
- Hypersensitivity
- Feeling drained and listless
- Becoming withdrawn

### **3. Our Pre-school Committee and Managers will:**

- Ensure the effective implementation of this policy.
- Recognise mental health issues and seek to manage staff mental health through risk assessments, surveys and early intervention.
- Ensure staff roles and responsibilities are clearly defined and monitored.
- Ensure that all Pre-school policies are assessed for workload impact.
- Give all staff members the time and opportunity to contribute to the evaluation of this policy.
- Give all staff members emotional support, sourcing further external help if and when necessary.
- Setting a good example to the rest of the staff team.



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**4. All staff are responsible for ensuring that they:**

- Have read and understood the wellbeing policy
- Consider this policy when working
- Support colleagues to understand and actively adhere to this policy
- Actively provide a supportive, safe and healthy environment for all colleagues.

This policy was written in line with the 2010 Equality Act and Public Sector Equality Act.