

Davenham Church of England Primary School

"Working Together, Playing Together, Serving God and Serving Others"
"...encourage one another and build each other up..."
1 Thessalonians 5:11.

POLICY FOR MANAGING STRESS IN THE WORKPLACE

OVERVIEW

We are 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 and reducing workplace stressors. All staff are encouraged to inform management of any sources of stress. This policy will apply to all in the school.

Stress is defined by the HSE as "the adverse reaction people have to excessive pressure or other types of demand placed on them". However, it makes an important distinction between pressure, which can be a positive state if managed correctly, and stress which can be detrimental to health.

OBJECTIVES

1. To protect the health, safety and welfare of our employees.
2. To identify all probable workplace stressors as far as possible and conduct risk assessments, as and when appropriate.
3. To take all reasonable actions to prevent stress as far as possible.
4. To ensure that workload is balanced and reasonable so that it does not contribute to stress.
5. To ensure all staff feel supported in their roles in school and know how to seek support should they require it.

Strategies

1. To conduct and review Risk Assessments to identify any sources of stress and to propose appropriate control measures.
2. The school will consult with staff about any proposed actions relating to the prevention of workplace stress.
3. The school will provide support for staff affected by stress caused by either work or external factors and signpost them to professional help where it is requested or deemed necessary or beneficial.
4. The SLT will maintain good communications with staff, particularly during periods of organisational and procedural changes.

5. The CPD policy and strategy will ensure members of staff are provided with appropriate training to discharge their duties and be equipped to fulfil their roles effectively.
6. The SLT will review working hours to ensure that members of staff are not overworking.
7. To provide appropriate opportunities for training in good management practice and health and safety.
8. To ensure that work place bullying and harassment is not tolerated and to ensure that any complaints are dealt with promptly and efficiently.
9. To be vigilant and where possible offer appropriate additional support to a member of staff who is experiencing stress, including stress outside work e.g. bereavement or separation.
10. To support individuals who have been off sick on a planned phased return to work and by implementing any appropriate and necessary reasonable adjustments.
11. To monitor and review the effectiveness of measures taken to reduce stress through the Performance Management process and regular discussions with staff.

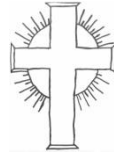
OUTCOMES

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In this school we wish to create a positive and happy working environment where people feel valued and where they can carry out their professional responsibilities without stress.

EQUALITY STATEMENT

Davenham Primary School is committed to ensuring equality of opportunity for all children, staff, parents, carers and visitors irrespective of their race, gender, gender identity, disability, religion or belief, sexual orientation, marital status, age or pregnancy and maternity. We tackle discrimination through the positive promotion of equality, by valuing diversity, challenging bullying and stereotypes and by creating an inclusive environment which champions fairness and respect for all.



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|---------------------------|----------------------------------|--------------------------|----------------------|
| Effective Date | | 23 September 2019 | |
| Review | | Every 3 years | |
| Person Responsible | | Joanne Hyslop | |
| Signed Headteacher | Signed Chair of Governors | of | Date Ratified |
| Joanne Hyslop | Debbie Mercer | | 23 September 2019 |

| Review Date | Signed Headteacher | Signed Chair of Governors |
|--------------------|---------------------------|----------------------------------|
| September 2022 | | |
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