

	<b>Work Related Stress Policy</b>
Person(s) Responsible:	
Approval:	Governing Body
Head Teacher:	Gary Edmunds
Policy Originator:	Gary Edmunds
Date Approved:	September 2020
Date of Review	September 2021

## 1.0 Responsibilities

1.1 Spring Hill High School recognises its responsibilities under the law to make sure that staff are not made ill by their work. It also recognises the considerable pressures on staff in schools, which, if not properly managed, can and do lead to work related stress. It therefore incorporates this policy statement within the school's safety policy.

The company recognises that it is in the best interest of the School and its pupils to ensure that staff are able to perform at the peak of their abilities. We recognise the significant harm that can be done to pupils' education if staff are placed in unacceptably stressful situations.

## 2.0 Environment

2.1 The management is committed to creating within the School an environment which is conducive to reducing the instances of work related stress to a minimum and to ensure that individuals suffering from work related stress are managed in a sympathetic and supportive manner.

The Governors will ensure

- the management of the School receive training and information to keep abreast of developments in legislation and case law relating to work related stress;
- take steps to ensure that they understand what stress is and how the School can handle it;
- recognise that the way a school is managed can contribute to stress problems;
- recognise that managers themselves can be placed under stress.

2.2 In order to mitigate stress within the School the Governors will

- promote a culture which recognises that stress related problems do not indicate weakness, incompetence or laziness;
- encourages staff to be open about the causes of work related stress so that reasonable steps can be taken to alleviate it;
- recognises that the pressure of excess workloads can trigger illness and ensures that steps are taken to mitigate this.

### **3.0 Risk Assessment and Action Plan**

3.1 The Headteacher, reporting to the Governors, will ensure that on a regular basis a risk assessment is undertaken within the School to assist in identifying the potential and actual causes of work related stress.

The results of the risk assessment will be used to develop a School Action Plan to tackle the areas identified.

The Action Plan will

- respond to the needs of all staff in the School, including the Head Teacher;
- recognise that work related stress is an organisational problem and identify for organisational answers;
- emphasise the prevention of stressful situations;
- be practical and realistic in terms of the actions proposed;
- be shared with all staff in School, recognising that everyone has a part to play in solving the identified problems;
- identify who is responsible for taking action;
- include review dates to evaluate progress and to develop further actions as necessary.

3.2 The Action Plan will, on an annual basis, form part of the School Development Plan in order that areas for improvement can be actively identified.

The Governors recognises that there will be times when an individual suffers from stress and will develop a procedure to respond to this situation.

This will include :

- ensuring that management and other staff are aware of the effects and possible symptoms of stress, in order that the problems can be identified as soon as possible;
- offering a range of support mechanisms for the individual, recognising that everyone differs in the way they cope with stress;
- providing support for staff returning to work after sickness absence, including consideration of phased return to work, where appropriate;
- ensuring that any preliminary examination by the Head Teacher of poor performance includes consideration of health factors such as stress as an attributable factor.
- providing access to the Occupational Health service to provide help and support.

3.3 The Governors will ensure that agreed procedures are followed.

Ratified by Governors:

Name: Barbara Scrivens

Role: Chair of Governors