WENTWORTH COLLEGE

Staff Wellbeing

Policy

Approved by: Manuel Guimaraes, Principal
Last Review: September 2026
Next Review: September 2027

1.Statement of intent:

As with our pupils, we do not believe that staff wellbeing should be limited to an institutional, procedural or bureaucratic approach. Staff and pupil wellbeing are two sides of the same coin. Failing to create a working environment that prioritises staff wellbeing also jeopardises the wellbeing of the pupils they themselves are required to support.

The working environment should be open, democratic and, above all, supportive. Stress prevents individuals from being their best, it can lead to 'burnout', disengagement, more sick days, and put a strain on relationships in the workplace. A culture of openness, understanding, friendship and inclusivity is key. Wentworth staff are a team of warm, brilliant and talented individuals with a wealth of work, educational and life experience between them. They are encouraged to exchange problems and experiences in an environment free from the fear of normative judgement. Sometimes individuals may wish to speak to the principal or Candice in confidence, both of whom operate an 'open door policy', and they are encouraged to do so. This, together with the amazing and ever growing 'wellbeing library', staff training and the fabulous content, resources and recommendations from Candice help to ensure that Wentworth is a healthy organisation from the inside out.

2. Responsibilities for implementing the Staff Wellbeing Policy

2.1 The Headteacher and the proprietor will:

Support steps taken to develop a culture of cooperation, trust and mutual respect within the School.
Champion good management behaviours as set out in the competencies proven to prevent and reduce staff stress. and the establishment of a work ethos within the School. This should discourage assumptions about long term commitment to working hours of a kind likely to cause stress and which enables staff to maintain a reasonable "work life balance".
Promote effective communication and ensure that there are procedures in place for consulting and supporting staff on any changes in the School, to management structures and working arrangements at both a school wide and departmental / year group level.

2.2 Candice will:

Treat individuals reporting to her with consideration and take decisive action when issues are brought to her attention.
Ensure that there is good communication within the team and there are opportunities for individuals to raise concerns about their work, seeking advice from Manni or Jody at an early stage where concerns are raised.
Adhere to the competencies proven to prevent or reduce staff stress.
Regularly check in with staff, thank and encourage them and offer praise when it is due.
Take action in the interests of colleagues and students to manage the underperformance of any individual staff member.
Attend training as appropriate in order to increase their awareness of the causes and effects of work related stress.

Co-operate with Manni to ensure that risk assessments are undertaken for roles or working practices that may give rise to work related stress and poor wellbeing. Encourage staff to participate in activities undertaken by the School to promote wellbeing and more effective working.

2.3 Staff will:

- Treat colleagues and others they interact with during the course of their work with fairness, consideration and respect.
- Cooperate with the school's efforts to implement the Staff Wellbeing Policy, attending briefings and raising their own awareness of the causes and effects of stress and poor wellbeing.
- Raise concerns if they feel there are work issues that are causing them stress and having a negative impact on their wellbeing.
- Be liable for their own health and wellbeing as far as is practically possible. Take ownership of setting out their own development plan and discussing this as appropriate with Manni or Candice, as one of the means to enable them to work effectively in their team and reduce the risk of stress.
- Take responsibility for working effectively in their assigned roles, supporting others as appropriate and helping to avoid causing stress to their
- colleagues.

3. Consultation and Communication

The School will consult with staff on the Staff Wellbeing Policy.
Staff surveys and other tools will be used to gather feedback on staff wellbeing. The Staff Wellbeing Policy and measures taken by the School to manage work-related stress will be communicated and promoted in school. The Staff Wellbeing Policy will be published on the school website.
A summary document will be produced for staff who do not have easy access to a computer. The contents of the policy will be covered during general induction training sessions for staff and through specific training on stress awareness.

4. Monitoring and reviewing the Wellbeing Policy

The Staff Wellbeing Policy will be reviewed every year by Manni. This will take into account all relevant collected data and risk assessments as outlined in this policy.