



Staff Wellbeing Policy

Policy Statement

We, Dorset Pathways, recognize that the wellbeing of our staff is essential to providing high-quality education and creating a positive working environment. This policy outlines our commitment to supporting the wellbeing of our staff members within the alternative education provision.

Purpose

The purpose of this policy is to promote a culture that prioritizes staff wellbeing, acknowledges the unique challenges faced by employees working in alternative education provision, and establishes a framework to support their physical, mental, and emotional health.

Scope

This policy applies to all staff members, including learning mentors, support staff, administrators, and any other individuals employed by Dorset Pathways.

Responsibilities

Leadership

The management team at Dorset Pathways will provide leadership and ensure the implementation of this policy across the organization. They will foster a supportive work environment and promote staff wellbeing as an integral part of the organizational culture.

Staff

All staff members at Dorset Pathways are responsible for their own wellbeing and are encouraged to actively engage in activities and utilize available resources to maintain and improve their physical and mental health.

Physical Wellbeing

Health and Safety



Dorset Pathways will provide a safe and healthy work environment that complies with all relevant health and safety regulations. Staff will be trained on health and safety procedures and provided with necessary protective equipment.

Work-Life Balance

We will promote a healthy work-life balance at Dorset Pathways by encouraging staff to take regular breaks, ensuring reasonable work hours, and providing flexibility when possible.

Ergonomics

Dorset Pathways will strive to provide ergonomic workstations and equipment to minimize the risk of injuries and physical strain. Regular assessments of workplace ergonomics will be conducted, and appropriate adjustments will be made.

Personal Protective Equipment

Management

Personal protective equipment is provided by the leadership team at Dorset Pathways.

Staff

Staff must wear appropriate personal protective equipment provided to keep them safe.

Mental and Emotional Wellbeing

Supportive Environment

We will foster a supportive work environment at Dorset Pathways by encouraging open communication, respect, and teamwork among staff members. Supervisors and colleagues will be encouraged to provide emotional support and understanding.

Training and Professional Development

Dorset Pathways will provide opportunities for staff to enhance their professional skills and knowledge, promoting personal growth and job satisfaction. Continuous professional development programs will be offered.

Mental Health Support



We will provide access to confidential counselling services at Dorset Pathways, through the Supervision sessions, to support staff members' mental health needs. Information about other available resources will be communicated regularly.

Stress Management

We will promote stress management techniques at Dorset Pathways and provide resources for stress reduction, such as mindfulness exercises, relaxation techniques, and workshops on stress management strategies.

Wellbeing Promotion

Communication

Regular communication channels will be established at Dorset Pathways to share wellbeing resources, tips, and information with staff members. This may include newsletters, emails, staff meetings, or dedicated online platforms such as WhatsApp.

Termly Supervision Sessions

Dorset Pathways will offer termly supervision sessions to support the wellbeing of staff. These sessions will provide a safe and confidential space for staff members to discuss their work-related challenges, reflect on their experiences, and receive guidance and support from designated supervisors or external professionals.

Review Meetings

Staff members will have the opportunity to discuss their wellbeing officially during review meetings with their line manager. Review meetings will provide a structured forum for staff members to address their wellbeing concerns, share their experiences, and seek guidance and support. Line managers will actively listen, provide feedback, and work collaboratively with staff members to develop strategies for enhancing their wellbeing.

Director Support

The directors at Dorset Pathways are committed to maintaining an open and accessible environment. They are always available to listen to any concerns staff may have regarding their wellbeing. Staff members are encouraged to approach the directors directly or through appropriate channels to discuss their concerns, seek advice, or request additional support.

Implementation and Review



This policy will be implemented immediately upon approval. Staff members will be informed of the opportunity to discuss their wellbeing during review meetings with their line manager. The availability of director support will be communicated regularly to ensure staff members are aware of the channels through which they can seek assistance. The policy will be reviewed annually, or more frequently if needed, to ensure its effectiveness and alignment with the changing needs of staff and the organization.

By providing opportunities for staff to discuss their wellbeing during review meetings and ensuring that the directors are accessible to address any concerns, Dorset Pathways aims to foster a culture of support, trust, and collaboration that promotes the overall wellbeing and satisfaction of staff members.

Authored by Directors

Last reviewed: August 2023

Next review: August 2024