

# STAFF HEALTH AND WELLBEING POLICY

## RATIONALE:

This policy applies to all staff/employees at Baden Powell College. We are committed to our staff having the opportunity to engage in positive health and wellbeing practices.

## PURPOSE:

At Baden Powell College we are committed to creating and maintaining a workplace environment where the mental health and wellbeing of all staff is highly valued. Our workplace environment encourages and supports our staff to maintain or adopt healthy lifestyles.

Everyone in this workplace has a responsibility to maintain and support a healthy workplace. All individuals have the right to choose their level of participation.

The purpose is:

- 1.1 To promote the development of high morale among all staff.
- 1.2 To put in place structures and processes which are supported by school administration.
- 1.3 To gain an understanding of the Staff Health and Wellbeing components.
- 1.4 To support staff to develop practices that will enhance their health and wellbeing.

## OBJECTIVES:

- To raise awareness within the workplace about issues that impact on mental health and wellbeing, including health benefits of physical activity and healthy eating.
- To promote a positive and equitable workplace environment where positive mental health and wellbeing is supported.
- To promote and encourage participation in workplace mental health and wellbeing initiatives within and outside the workplace.
- To develop further awareness of ways each individual can implement positive behaviours to assist them undertake a healthy life/work balance.

## GOALS:

- 2.1 To develop an environment that looks at all aspects of organizational health and proactively seeks to support staff development.
- 2.2 To make the environment functional, safe and healthy but also aesthetically pleasing and stimulating.
- 2.3 To encourage a positive work atmosphere that encompasses a healthy balance between work and home/leisure activities.
- 2.4 To improve the efficiency of communication throughout the school.
- 2.5 To provide staff with opportunities to gain knowledge and an understanding of the expectations within the school.
- 2.6 To increase opportunities for staff personal time.
- 2.7 To encourage and facilitate opportunities for the staff to develop a sense of community and support of each other.

- 2.8 To actively promote and organise staff functions for enjoyment and recreation.

### **IMPLEMENTATION:**

Baden Powell College will meet its commitment in supporting our staff members by ensuring the promotion and provision of a healthy work environment.

- Hosting information sessions on work and life balance.
- Organising opportunities for staff to be involved in a range of health and wellbeing supporting activities at the workplace.
- Providing all employees with information on how to support and maintain positive health in the workplace.
- Ensuring all staff are aware of this policy and its provisions via the notice board, intranet, staff meetings and as part of new staff induction process.
- Each term there will be a meeting free week timetable in the schedule known as Week of Wellbeing (WOW) week
- Effective communication, to ensure common understandings and expectations, will be promoted and continually reviewed.
- Meeting structures will be rationalised and planned to address needs.
- Staff Health and Wellbeing will be included in the school's Policies and Program Budgets documents and funded appropriately.
- Staff Health and Wellbeing will continue to be a priority for the leadership team.
- Each term a whole staff forum to express concerns and ideas to be done in teams and shared at leaders meetings.

### **EVALUATION:**

This policy to be reviewed as part of the school's two year review cycle, individually, in teams and with the community in 2017 or more often if necessary due to changes in regulations or circumstances.

Each year the areas of Staff Health and Wellbeing will be audited using the Staff Opinion Survey data.

Staff will be provided the opportunity to give feedback.