

STRESS POLICY

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Stress Policy

Bradford Diocesan Academies Trust (BDAT) place a high value on providing a supportive working environment and on maintaining the health, safety and welfare of its staff at work. It recognises that their wellbeing is important to the school's performance and to the education of the children whom we serve. BDAT therefore, takes positive measures to encourage staff to be in the best health that they can be, both physically and mentally. We recognise that workplace stress is a health and safety issue and acknowledge the importance of identifying and working towards eliminating workplace stressors.

Primarily this policy is concerned with stress problems arising from the working environment, but we recognise that staff's personal life may also lead to stress. The school is committed to implementing this policy for all staff in order to enable individuals to cope successfully with the demands and pressures in their lives, whatever the cause of their stress, by providing appropriate support to staff.

For the purpose of this policy, health and wellbeing is taken to include the promotion of positive mental health of all staff, and the prevention and management of problems such as stress, anxiety and depression.

This model policy has been provided as a Trust level resource for BDAT and does not form part of an employee's terms and conditions of employment.

Definition of stress

Stress is experienced when people cannot cope with the pressures and demands placed upon them. All work has its pressures and people vary in their capacity to cope with different types of pressure. Some levels of pressure, even when high, can be motivating and challenging. Pressures that can be responded to effectively are likely to lead to job satisfaction. However, pressures at a level where an individual cannot cope, or even too little pressure or challenge, are likely to result in stress.

BDAT will deliver this policy through:

1. Improving the organisational environment through effective and sensitive management; developing working practices and procedures that reduce the factors which may lead to stress in the workplace and addressing the underlying causes of workplace stress.
2. Implementing the HSE Management Standards for Work-Related Stress which provide a yardstick against which to measure performance in tackling the causes of work-related stress.
See <http://www.hse.gov.uk/stress/standards/index.htm>
3. Promoting the health, safety and wellbeing of all staff, including the use of risk assessments and health needs analysis to identify and reduce hazards impacting on the health of the workforce.
4. The use of staff consultation to monitor and identify areas of the school where interventions could prevent or reduce health problems.
5. Providing consistent, equitable and effective procedures to prevent and manage workplace health and well-being problems.
6. Providing opportunities for staff to maintain and promote their health and well-being.

7. BDAT undertakes to monitor levels of staff ill-health and absence on a regular basis, paying particular attention to workplace stress.
8. BDAT accepts its duty to monitor and address levels of stress experienced by Head teachers/Principals.

This policy should be seen as overarching other policies that are in place and can be considered as part of the school's positive approach to health and wellbeing.

These include:

- Equality policy
- Health and Safety policy
- Flexible Working policy
- Leave of Absence policy
- Maternity, Paternity, Adoption Leave policy
- Professional Development policy

Principles

The academy will ensure that all staff who experience health problems are treated fairly, sensitively, with respect and in accordance with the academy's equal opportunities policy.

The academy will aim to promote a positive and preventative rather than punitive approach

The academy will consult with trade union representatives on any proposed action relating to the prevention of ill health, stress and mental health problems.

Open communication will be encouraged and promoted, whilst the academy will ensure that staff' confidentiality is respected.

The academy will provide access to training for all managers and supervisory staff in good management practices.

Shared Responsibility

- Progress can only be achieved through recognising that the promotion of positive health is a shared responsibility.
- The academy is a significant employer in the community and has a responsibility to ensure the continual development of a safe and healthy work environment and to create the conditions that enable staff to maintain and improve their health.
- Management in the academy has a responsibility to ensure that the promotion of the health of staff becomes a key part of the organisation's culture and that this is reflected in day-to-day work practices.
- Staff have a responsibility for their own health, for developing an awareness of the factors that contribute to ill health, and for participating in the efforts to raise health standards.

Responsibilities

Senior Managers and the governing body are expected to:

- Demonstrate their commitment and support to this policy by ensuring that the principles and approaches to managing health and wellbeing are implemented.
- Reflect the policy's principles and approaches within their management practice.
- Conduct Risk Assessments on workplace stress based on the HSE Stress Management Standards, and implement the recommendations which arise.
- Monitor the level of workplace stress in consultation with trade union representatives.

Line managers are expected to:

- Reflect the policy's principles and approaches within their management practice.
- Ensure good communication between management and staff, particularly where there are organisational and procedural changes.
- Ensure that staff are provided with clear and realistic objectives and that performance is managed effectively and fairly.
- Conduct and implement recommendations of risk assessments/health needs analysis within their areas and provide modification of work where it is known staff are stressed.
- Ensure that bullying and harassment are not tolerated within the workplace.
- Monitor working hours and overtime to ensure that staff are not overworking. Monitor holidays to ensure that staff are taking their full entitlement.
- Follow the school's procedures and use appropriate support where necessary.

Staff are expected to:

- Support the school's Health and Wellbeing policy and initiatives.
- Raise issues of concern with their line manager or Safety Representative.
- Seek to safeguard their own health.

Support

In order to support this policy, the following Human Resources services are available to managers and staff.

Fusion HR – to provide advice, guidance and training on health and wellbeing issues and what steps the academy and/or staff can take (tel. 01924 827869).

Trade Unions.

Other sources of information:

HSE website: www.hse.gov.uk/stress

[HSE Stress at Work Website](#)

[HSE Stress Management Standards](#)