



# Staff Health and Wellbeing Policy

## Basic Beliefs

Berwick Lodge Primary School has a responsibility to provide an environment which supports the mental and physical health and wellbeing of all staff.

## Goals

- To build and maintain a workplace environment and culture that supports healthy lifestyle choices.
- To increase worker knowledge and awareness of mental health and wellbeing issues and healthy lifestyle behaviours.
- To facilitate workers active participation in a range of initiatives that support health and wellbeing.

## Guidelines

- Encourage workers to be more physically active by making provisions in the workplace for activity opportunities (including reducing sitting time where relevant and practical).
- Provide healthy eating choices in the workplace through addressing healthy physical settings, such as food storage and preparation; food access and supply; and education.
- Promote worker social and emotional wellbeing through workplace practices and policies.
- Increase worker knowledge and awareness around key health topics.
- This policy applies to all staff at Berwick Lodge Primary School.
- Confidential support will be readily accessible to all staff at the work site or be able to be provided externally, if required. E.g. Use of the Employee Assistance Program

## Responsibility for Implementation

Workers are encouraged to:

- understand this policy and seek clarification from management where required;
- consider this policy while completing work-related duties at any time when representing Berwick Lodge Primary School
- support and contribute to Berwick Lodge Primary School's aim of providing a safe, healthy and supportive environment for all workers.

School leaders have a responsibility to:

- ensure that all workers are made aware of this policy;
- actively support and contribute to the implementation of this policy, including its goals and objectives; and
- manage the implementation and review of this policy.

## **Communication:**

Berwick Lodge Primary School will ensure that:

- all workers receive a copy of this policy during the induction process;
- this policy is easily accessible on the staff intranet for all members of the school
- workers are informed when a particular activity aligns with this policy;
- workers are empowered to actively contribute and provide feedback to this policy; and
- workers are notified of all changes to this policy

## **Date Passed by School Council**

The Staff Health and Wellbeing Policy was passed by School Council on 23<sup>rd</sup> July 2018.

## **Proposed Date of Review**

The School Wellbeing Sub-Committee will be responsible for coordinating and planning the review of the Staff Health and Wellbeing Policy, under the auspices of School Council. The review period will be annually from the policy being passed by School Council.