



# **St Julian's Cluster of Schools Wellbeing Policy**

*Helping each other grow in health and happiness*

**January 2019**

## Introduction

In our schools, we aim to promote positive wellbeing for every member of our staff and pupils. We pursue this aim using whole school approaches and specialised, targeted approaches aimed at vulnerable pupils. By developing and implementing practical, relevant and effective wellbeing policies and procedures we aim to promote a safe and stable environment for all staff and pupils.

This document describes the school's and the cluster's approach to promoting positive wellbeing. This policy is intended as guidance for all staff including non teaching staff and governors.

The Policy Aims to:

- Promote positive wellbeing in all staff and pupils
- Provide support to vulnerable pupils and their peers and parents or carers

As recommended by the Local Authority, the school promotes the 5 Ways to Wellbeing:

- Connect –community links, school council, PTA, Newsletters, social media, family engagement, pupil voice groups
- Take Notice-Physical environment of the school, pupil awards and recognition,
- Be Active-Healthy Schools Network, Physical Education, extracurricular activities
- Keep Learning-ALN, Inclusion, curriculum, professional learning
- Give-actions of the school including charity and fundraising events

The school runs a number of initiatives to promote positive wellbeing and these are listed in Appendix A.

## Lead Members of Staff in the Cluster

Whilst all staff have a responsibility to promote the positive wellbeing of students, staff with a specific, relevant remit include:

Role	Fairoak Nursery	Glan Usk Primary	St Julian's Primary	St Julian's School
Headteacher		Mr J Beecher	Mr D Rees	Mr R Evans
Chair of GB		Mrs N Sommerville	Mrs D Davis	Ms. T McMim
DSP		Mrs J Peters Mrs S King	Mr D Rees	Miss S Hook
Deputy DSP		Mrs S Robson Mrs A Roberts	Mrs C Orford Mr L Mansfield	Mr N King Mrs L Paske
Wellbeing Lead		Mrs R Ford	Mr J Jones	Mrs L Paske

Any member of staff who is concerned about the wellbeing of a staff member or pupil should speak to the wellbeing lead in the first instance. If there is a fear that the student is in danger of immediate harm, then the normal child protection procedures should be followed with an immediate referral to the designated safeguarding officer. If the pupil presents a medical emergency then the normal procedures for medical emergencies should be followed, including alerting the first aid staff and contacting the emergency services if necessary. Where referrals to specialist support is appropriate, this will be led and managed by the wellbeing lead. Guidance about referring to specialist support is provided in Appendix B.

## Individual Care Plans

Pupil Centred Plans are prepared for pupils causing concern or who receive a diagnosis pertaining to their health and wellbeing. This should be drawn up involving the teacher, the pupil, the parents and relevant health professionals.

The PCP can include:

- Details of a pupil's condition
- Special requirements and precautions
- Medication and any side effects
- What to do and who to contact in an emergency

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- The role the school can play

## **Health and wellbeing**

The skills, knowledge and understanding needed by our staff and pupils to keep themselves and others physically and mentally healthy and safe are included as part of our PSE curriculum. The specific content of lessons will be determined by the specific needs of the cohort with an emphasis on enabling pupils to develop the skills, knowledge, understanding, language and confidence to seek help, as needed, for themselves or others. We will follow the Health and Wellbeing Curriculum and Healthy Schools Agenda to ensure that we teach mental health and emotional wellbeing issues in a safe and sensitive manner.

## **Signposting**

We will ensure that staff, pupils and parents are aware of sources of support within school and in the local community. Support available within our school and local community, who it is aimed at and how to access it is outlined in Appendix C. We will display relevant sources of support in communal areas such as the school foyer, family learning room, staffroom and toilets and will regularly highlight sources of support within relevant parts of the curriculum.

## **Warning Signs**

School staff may become aware of warning signs which indicate a staff member or pupil is experiencing mental health or emotional wellbeing issues. These warning signs should always be taken seriously and staff observing any of these warning signs should communicate their concerns with the wellbeing lead or safeguarding lead. Possible warning signs include:

- Physical signs of harm that are repeated or appear non-accidental
- Changes in eating or sleeping habits
- Increased isolation from friends or family, becoming socially withdrawn
- Changes in activity and mood
- Lowering of academic achievement
- Talking or joking about self-harm or suicide
- Abusing drugs or alcohol
- Expressing feelings of failure, uselessness or loss of hope
- Changes in clothing – e.g. long sleeves in warm weather
- Secretive behaviour
- Skipping PE or getting changed secretly
- Lateness to or absence from school
- Repeated physical pain or nausea with no evident cause
- An increase in lateness or absenteeism

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## Working with Parents

Parents are often very welcoming of support and information from the school about supporting their children's wellbeing. In order to support parents, we will:

- Highlight sources of information and support about common wellbeing issues on our noticeboard and website
- Ensure that all parents are aware of who to talk to, and how to go about this, if they have concerns about their own child or a friend of their child
- Make our wellbeing policy easily accessible to parents
- Share ideas about how parents can support positive health and wellbeing in their children through our regular information sharing
- Keep parents informed about the health and wellbeing topics their children are learning about in PSE and share ideas for extending this learning at home

Where it is deemed appropriate to inform parents, we need to be sensitive in our approach. Before disclosing to parents we should consider the following questions (on a case by case basis):

- Can the meeting happen face to face? This is preferable.
- Where should the meeting happen? At school, at their home or somewhere neutral?
- Who should be present? Consider parents, the pupil, other members of staff.
- What are the aims of the meeting? It can be shocking and upsetting for parents to learn of their child's issues and many may respond with anger, fear or upset during the first conversation. We should be accepting of this (within reason) and give the parent time to reflect.

We should always highlight further sources of information and give them leaflets to take away where possible as they will often find it hard to take much in whilst coming to terms with the news that you're sharing. Sharing sources of further support aimed specifically at parents can also be helpful too, e.g. parent helplines and forums. We should always provide clear means of contacting us with further questions and consider booking in a follow-up meeting or phone call right away as parents often have many questions as they process the information. Finish each meeting with agreed next steps and always keep a brief record of the meeting on the child's confidential record.

## Training

As a minimum, all staff will receive annual training about recognising and responding to health and wellbeing issues as part of their regular child protection training to enable them to keep pupils safe. The school Wellbeing lead attends LA and Regional Consortia training and will disseminate training to relevant staff as required. This includes Adverse Childhood Experiences training.

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We will host relevant information on our staff shared area for staff who wish to learn more about health and wellbeing. Training opportunities for staff who require more in depth knowledge will be considered as part of our performance management process and additional CPD will be supported throughout the year where it becomes appropriate due developing situations with one or more students. Where the need to do so becomes evident, we will host twilight training sessions for all staff to promote learning or understanding about specific issues related to Wellbeing. Suggestions for individual, group or whole school CPD should be discussed with the Wellbeing lead who can also highlight sources of relevant training and support for individuals as needed.

## **Policy Review**

This policy will be reviewed every 3 years as a minimum. It is next due for review in September 2021. Additionally, this policy will be reviewed and updated as appropriate on an ad hoc basis. If you have a question or suggestion about improving this policy, this should be addressed to the Wellbeing lead via email.

Signed:

Fairoak Nursery -

Glan Usk Primary School -

St Julian's Primary School -

St Julian's School -

January 2019

# Appendices

**Appendix A:** Cluster Wellbeing [Provision Map](#) – support available within our schools

**Appendix B:** Guidance about referring to specialist support

## **Appendix C:**

List the full range of support services or charities that might be accessed by staff, pupils or their families. For each include:

- What it is
- Who it is suitable for
- How it is accessed
- How this information is communicated ( e.g. pastoral staff, behaviour and learning support, school based counsellors. Include details of any specific groups or interventions run at the school.

## Useful Documents and websites

Wellbeing of future generations Act

<https://gov.wales/topics/people-and-communities/people/future-generations-act/?lang=en>

UNCRC

[www.unicef.org.uk/what-we-do/un-convention-child-rights/](http://www.unicef.org.uk/what-we-do/un-convention-child-rights/)

WG Health and Wellbeing in schools

<https://beta.gov.wales/sites/default/files/publications/2018-03/thinking-positively-emotional-health-and-well-being-in-schools-and-early-years-settings.pdf>

Newport Family Information Service

<http://www.newport.gov.uk/en/Care-Support/Children-and-families/Family-Information-Service/Newport-Family-Information-Service.aspx>

Child Commissioner for Wales

<https://www.childcomwales.org.uk/>

ACE awareness Wales

<https://www.aceawarewales.com/about/>

Charlie Waller Mental Health Policy

<https://www.cwmt.org.uk/mental-health-policy>

Wales Healthy Schools Network

<http://www.wales.nhs.uk/sitesplus/888/page/82249/>

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The Wellbeing Toolkit

<https://www.nurtureuk.org/news/wellbeing-toolkit-o>

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