

BURFORD SCHOOL



# Burford School

## Policy for Stress Minimisation for Staff



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# **Policy for Stress Minimisation for Staff**

**This policy was approved by the Governing Body on 9th May 2007**

**This policy will be reviewed in Summer 2009**

## **Statement of intent**

Burford School values its employees and believes that all members of staff are entitled to an appropriate work-life balance. The expectations placed on staff need to be manageable and realistic and reflect their level of responsibility within the organisation. Effective performance management systems, including regular meetings with all school staff, should enable managers to monitor the pressure on individual employees. Burford School supports organisational recognition of good employment practice such as Investors in People.

Despite striving to establish good employment practice, Burford School recognises that some individuals will, on occasions, find the pressures and demands of their work stressful. Stress has the potential to become a serious problem for staff working for Burford School because of the ever-increasing pressures of work and seemingly continuous changes taking place.

Stress can impair an individual's work performance and lead to poor working relationships, high staff turnover, sickness absence and low staff morale. Stress can spread throughout the organisation/school having an adverse effect on its functioning as other staff have to bear an increased workload to cover for their colleagues. Early identification and the use of appropriate supportive strategies are essential in order to prevent difficulties developing into major problems.

Burford School recognises that to suffer from stress is not a sign of personal weakness nor should it be seen as an inevitable part of modern life. There are positive steps that managers and individuals can, and should, take to reduce the risk of stress-induced ill-health.

## **Actions**

The headteacher has a responsibility to be alert to employees displaying signs of stress and to act accordingly and to implement the risk assessment approach at local level.

There are a number of things that staff can do to help reduce their own and colleague's stress, these are outlined in:

The Schools' Health and Safety Handbook - Section 8.6

Policy and Guidance on Occupational Stress for Headteachers/Managers and Employees: Issue 2  
November 2005

Discussions about work-related stress should be a routine part of Performance Management reviews.