

Staff Wellbeing Policy

1. Policy Statement

We recognise that staff wellbeing is essential to providing high-quality care and education for children. Kidzproof Ltd is committed to creating a positive, supportive working environment where staff feel valued, respected, and able to maintain good physical and mental health.

This policy applies to all staff, students, volunteers, and agency workers.

2. Aims of the Policy

- To promote positive mental health and wellbeing
 - To create a supportive and inclusive workplace culture
 - To reduce work-related stress
 - To ensure staff feel confident to raise concerns
 - To support staff during periods of difficulty
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3. Responsibilities

Management

- Promote a positive work-life balance
- Ensure workloads are manageable
- Provide access to supervision and support
- Address concerns promptly and fairly

Staff

- Take reasonable care of their own wellbeing
 - Support colleagues and promote a positive environment
 - Raise concerns early with management
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4. Supporting Mental Health & Emotional Wellbeing

Kidzproof will:

- Encourage open conversations about wellbeing

- Provide regular supervision and appraisal meetings
- Offer additional support following challenging incidents
- Signpost staff to external support services where appropriate

Staff are encouraged to speak to the manager or designated wellbeing lead if they feel overwhelmed or stressed.

5. Physical Wellbeing

Kidzproof will:

- Provide regular breaks during working hours
- Ensure safe working practices and risk assessments
- Promote good posture and safe manual handling
- Maintain a safe, clean working environment

Staff are expected to follow health and safety guidance and report concerns promptly.

6. Workload & Work-Life Balance

We aim to:

- Ensure fair and realistic staff rotas
 - Limit excessive paperwork where possible
 - Support flexible working requests where operationally feasible
 - Respect time off and annual leave
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7. Training & Professional Development

Kidzproof supports wellbeing through:

- Access to relevant training and CPD
 - Support for role development and career progression
 - Clear expectations and feedback
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8. Managing Stress & Absence

- Staff are encouraged to discuss stress-related concerns early
 - Reasonable adjustments will be considered where possible
 - Return-to-work meetings will be supportive and confidential
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9. Respect, Inclusion & Positive Workplace Culture

Kidzproof is committed to:

- Treating all staff with dignity and respect
 - Promoting equality, diversity, and inclusion
 - Addressing bullying or harassment promptly
 - Encouraging teamwork and mutual support
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10. Confidentiality

All wellbeing discussions will be treated confidentially and shared only on a need-to-know basis.

11. Monitoring & Review

This policy will be reviewed regularly to ensure it remains effective and responsive to staff needs.

Policy Review Date: December 2025

Signed (Manager/Owner): Nichola O'Regan