

# **Stress Policy**

Last Reviewed: June 2025  
Next Review Date: June 2026

## **Policy Statement**

The Governors and Headteacher of Alder Grange recognize and accept their Health and Safety responsibilities and will take all reasonably practicable steps to address any stress related issues in school.

### **The school will:**

- (a) Ensure that the Stress Policy is brought to the attention of all staff who work in the school.
- (b) Ensure that where necessary, a School/Team Risk Assessment is undertaken to identify the potential scope and causes of stress within the school and share the findings with staff and the Governing Body.
- (c) Implement control measures to minimise the potential risk/causes of stress at work.
- (d) Monitor and audit arrangements in an effort to continuously improve the quality of the working environment and reduce the impact of stress at work.
- (e) Encourage staff to report their views and to discuss stress-related issues with a member of the school's Management Team and/or their trade union/professional association (including safety representatives).
- (f) Ensure all staff are treated fairly and equally.
- (g) Ensure that individuals who have, or have had symptoms of stress-related illness are treated responsibly and fairly at an early stage, that confidentiality is ensured and that Individual Risk Assessments are undertaken as necessary.
- (h) Ensure a culture in school where stress is not viewed as a personal weakness.
- (i) Nominate a member of the school's Senior Management Team to be responsible for the co-ordination of stress management in school.
- (j) Communicate effectively with all staff and 'manage change' in a sensitive and responsible manner.
- (k) Review arrangements for managing stress on a regular basis or following changes in the school's Senior Management Team (SMT), organisation or structure.

### **1.1. Responsibility for the Co-ordination of Stress Management in the School**

The member of staff responsible for co-ordinating stress management in School is the Head Teacher

### **1.2. Stress Risk Assessment**

School/Team Stress Risk Assessments will be undertaken in consultation with staff. The findings of these Assessments will be communicated promptly to staff and the Governing Body.

Individual Risk Assessments will be undertaken for staff who have, or have had symptoms of stress-related illness and these will be treated in confidence.

### **1.3. Monitoring & Review**

Procedures for monitoring stress in school and School/Team Stress Risk Assessments will be reviewed on a regular basis and following any changes in the school's Senior Management Team (SMT), organisation or structure.

**A copy of the school stress policy will be appended to the School Health & Safety Policy.**

### **1.4. Statement of the Governor's/Employer's Responsibilities**

Governors/employers will:

- Ensure that all staff have access to comprehensive and relevant information about work related stress.
- Put measures in place (including the establishment of a school safety committee to ensure regular liaison with trade union and professional association representatives and safety representatives) to prevent, so far as is practicable, work related stress.
- Ensure that adequate resources are in place to support the policy.
- Review and monitor sickness absence levels and staff turnover in relation to stress.

### **1.5. Statement of the Headteacher's/Leader's Responsibilities**

Headteachers and Leaders at all levels have a key role to play in considering the workload and health implications of decisions involving staff. It is the responsibility of headteachers and leaders to;

- Ensure that where necessary, adequate risk assessments are carried out to evaluate any impact of stress.

- Ensure that sickness absence and staff turnover is regularly reviewed and monitored to identify any problem areas.
- identify and respond promptly to issues of work-related stress.
- Reduce the impact of stress by promoting a culture of mutual trust, promotion of self-esteem, shared objectives and common goals.
- Act on stress-related information/reports received from Schools Human Resources and other sources.

### **1.6 Statement of Individual's Responsibilities**

Individuals have a duty to:

- Co-operate with their employer in minimising, so far as is reasonably practicable, work-related stress.
- Make reasonable adjustments if working practices have to change due to circumstances beyond the school's control.
- Inform their leader if they feel they are suffering from stress so that he/she has the opportunity to try to resolve any issues.
- If anyone feels that they are unable to raise the matter with their leader they can contact the Schools Human Resources or their union/professional association.