Doncaster Gardens Primary School
Staff Wellbeing Policy

Philosophical Basis:

Staff morale is a significant factor in overall school performance. Members of a school staff with high morale are more likely to seek out new challenges, more likely to provide a positive learning environment and more likely to enjoy their time at school. School organisation, administration, workload and departmental influences affect everybody and the morale of individuals varies enormously. This is because morale is also about attitude as well as environment.

Guidelines:

The staff wellbeing policy will:

- assist staff members to develop an understanding that each individual’s attitude contributes to his/her own morale, and to the team morale.
- discourage negative talk/energy at our school – positive solutions are recommended for difficult or disappointing situations
- ensure all staff have access to clear and open channels of communication
- take into consideration that morale is not necessarily inversely proportional to workload; and in its endeavour to build and maintain staff morale, the school will not compromise the quality or range of programs it offers to students

Implementation:

- An active Wellbeing Committee will operate at our school, and will meet at least once per term. The committee will consist of at least one member from each year level team, and one member of the specialist team, and will make recommendations to the Leadership Team.
- School organisation and communication processes will ensure that all staff members have access to clear and open channels of communication.
- All staff will be provided with personal professional learning opportunities.
- All staff will have clearly defined roles, role descriptions, professional expectations and feedback mechanisms.
- Staff will be encouraged to form a professionally supportive relationship with at least one other staff member, who can be relied upon to provide assistance if required.
- Staff functions will be held occasionally to allow staff to interact in a social rather than a professional situation.
- Staff with personal or professional issues of concern will be encouraged to approach the Principal or a member of the Wellbeing Committee for advice.
- An induction process will be implemented for beginning and returning teachers, including the provision of a mentor.
- Graduate teachers will be mentored by a VIT trained member of staff.
- Staff will be informed about Employee Guidance Assistance, and encouraged to utilise the service if concerned with professional or personal issues.

Evaluation:

- Staff morale will be measured in the annual Staff Opinion Survey.
- This policy will be reviewed with parent and community input as part of the school’s three year review cycle.

June 2015