



**Hunningley Primary Academy**  
The best in everyone™  
Part of United Learning



# Hunningley Primary Academy

## Wellbeing Charter



**Policy Lead: Mr J. Parker**





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## What is wellbeing?

Wellbeing encompasses the environment factors that affect us, and the experiences we have throughout our lives. Wellbeing also crucially recognises the aspects of our lives that we determine ourselves; through our own capabilities as individuals; how we feel about ourselves; the quality of the relationships that we have with other people; and our sense of purpose.

## Wellbeing Charter Overview

At Hunningley Primary Academy, our education staff wellbeing charter is a declaration of support for, and set of commitments to, the wellbeing and mental health of everyone working in education.

The charter applies to everyone working in our setting. This includes temporary and support staff.

## About the Wellbeing Charter

Our wellbeing charter:

- Is a tool to pledge and highlight the wellbeing strategies in place to support all staff members in school
- Is a declaration to protect, promote and enhance wellbeing and mental health of every individual working in our setting
- Sets out principles of shared understanding on the meaning and importance of wellbeing and everyone's roles and responsibilities
- Sends a message to all staff members that their health, wellbeing and mental health matters
- Aims to improve wellbeing in school by encouraging debate and accountability

## Use of the Wellbeing Charter

Our wellbeing charter will be used to:

- Show all staff members that we take their wellbeing seriously and that it is important and matters to all
- Open a conversation with staff about their wellbeing and mental health
- Create a staff wellbeing strategy
- Create a wellbeing-focused culture



## Charter Framework

To achieve the maximum benefit and return on employee health and well-being, we have ensured three key elements are in place to make our initiatives both successful and sustainable. The three key elements are; Leadership, Culture and Communication.

## The Three Key Elements of the Wellbeing Charter Framework:

### LEADERSHIP:

- Our leaders understand and believe in the value of a healthy workspace
- Provide active support from SLT and senior management
- Identify priorities to help protect the wellbeing of all staff members in school

### CULTURE:

- Embedding health and wellbeing in our school organisation
- Creating a healthy and safe workplace environment
- All employees feel valued and included
- Promote work-life balance

### COMMUNICATION

- Effective communication
- All staff feel included and involved
- Means of communication meets the needs of the workforce
- Supporting staff with illness or disabilities



## Our Wellbeing Charter – Approaches to Workload Reduction




A consistently high workload is associated with poor staff wellbeing, which in turn has an impact on educational outcomes for pupils and it is one of the main reasons teachers leave the profession. Reviewing and taking action to reduce unnecessary workload is essential for supporting staff wellbeing. This charter outlines all the approaches to tackling workload at Hunningley Primary Academy and sets out our expectations.

<p><b>Curriculum &amp; Planning</b></p>  <p>United Learning Curriculum</p>	<ul style="list-style-type: none"><li>• The use of the United Learning Curriculum resources and planning to support efficient lesson preparation and workload</li><li>• Effective use of three additional inset days for teachers to plan and prepare for the term ahead. This is additional time for planning and preparing classroom displays</li></ul>
<p><b>Marking &amp; Feedback</b></p>  	<ul style="list-style-type: none"><li>• There will be a focus on live marking and in the moment feedback to improve the quality of feedback and ease teacher workload</li><li>• The implementation of Rosenshine Principles of Instruction to further embed quality first feedback with effective structures in place</li></ul>
<p><b>Data Management</b></p> 	<ul style="list-style-type: none"><li>• We will ensure that there are only three data collection points throughout the year, set out in advance so that staff are able to plan and prepare for the three assessment periods throughout the academic year.</li><li>• Use of MARK and Rising Stars to plan and support interventions and monitor progress reducing staff planning and workload</li></ul>
<p><b>Assessment</b></p> 	<ul style="list-style-type: none"><li>• There will only be a maximum of three summative assessment points per year, and they will be carried out as per the primary assessment calendar distributed by United Learning</li></ul>
<p><b>Communications</b></p> 	<ul style="list-style-type: none"><li>• All staff will be notified in advance of any upcoming deadlines to reduce stress and workload</li><li>• Staff will have advance notice of any meetings or briefings scheduled</li><li>• Distribution of the school calendar</li></ul>



<p><b>Development &amp; Recognition</b></p> 	<ul style="list-style-type: none"> <li>We will ensure that everyone is provided with the opportunity to have reasonable and regular conversations with their line managers. This is to ensure recognition of hard work, effort and good performance; as well as honest and constructive feedback to support continuous development and progression of all staff members to promote leadership at every level.</li> </ul>
<p><b>Mutually Supportive</b></p> 	<ul style="list-style-type: none"> <li>As colleagues we will ensure that we show care, empathy and look out and after one another</li> <li>We will ensure that we make time to check in and ask our colleagues if they are ok on a regular basis</li> </ul>
<p><b>Collaboration</b></p> 	<ul style="list-style-type: none"> <li>At Hunningley we will strive to work as a team and follow a team ethos</li> <li>We share good practice, resources and actively network across our family of schools.</li> <li>Instructional Coaching will be offered and available to support staff with areas of development</li> </ul>
<p><b>Career Development</b></p> 	<ul style="list-style-type: none"> <li>All staff members are able to access any training or qualification they desire following the United Learning pathways to develop and progress in their careers</li> </ul>
<p><b>Open Door Policy</b></p> 	<ul style="list-style-type: none"> <li>All Senior Leaders and Line Managers will ensure that there is an open-door policy for all staff members so that they feel comfortable and open to conversations regarding their mental health and wellbeing</li> </ul>
<p><b>Free Support</b></p> 	<ul style="list-style-type: none"> <li>All staff members will have free access to the support and counselling services for CiC if they are struggling with their mental health and wellbeing provided by United Learning</li> </ul>



<p><b>Senior Mental Health Lead</b></p> 	<ul style="list-style-type: none"><li>• Our Head of School has trained as a Senior Mental Health Lead and will be available for all staff members when required</li><li>• Our Senior Metal Health Lead will develop an action plan of support for all staff members in school</li><li>• The Senior Mental Health Lead will also share all relevant support from COMPASS</li></ul>
<p><b>Metal Health Ambassadors</b></p> 	<ul style="list-style-type: none"><li>• Mental Health Ambassadors will be elected in our staff team for all members of staff to speak to throughout the working day</li><li>• Drop-in sessions with the ambassadors will also be arranged and offered to all members of staff throughout the year</li></ul>
<p><b>Surveys</b></p> 	<ul style="list-style-type: none"><li>• All staff members in school will complete the annual surveys provided from United Learning. These surveys will provide us with useful results regarding all staff's mental health and well-being and these results will help us form an action-plan as to how we can improve the working environment if required</li></ul>