



NYHR News

North Yorkshire
education services

Health and Wellbeing Special Edition



Focus on Employee Health & Wellbeing

Even before Coronavirus, staff health and wellbeing was an increasingly important focus for schools. Now we are hopefully emerging from the worst of the pandemic but there are concerns that the impact will continue to be felt on health and wellbeing for some time to come.

There is plenty that you can do to help your staff get through this difficult time and we have pulled together some key information and resources in this newsletter. We are also always happy to support individual schools with their specific circumstances so please get in touch in the usual way for a discussion.

In the meantime stay safe and remember to take time to look after your own health and wellbeing, as well as that of your hard working staff and pupils.

In this issue

[Your Health & Wellbeing Strategy](#) – resources from NYHR to help develop and refine your Strategy

[Health & Wellbeing Staff Survey](#) – a service from NYHR to help you explore the issues affecting your workforce

[Wellbeing Champions](#) - capitalise on the enthusiasm and interests of your employees

[“Education Talking Toolkit”](#) – information about this useful tool from HSE to prevent work-related stress

[Board level support for Staff Wellbeing](#) - help achieve top-level engagement with your strategy

[Psychological First Aid Training](#) –new online course from Public Health England designed for people who work with children and young people

[Supporting employee wellbeing](#) – a reminder about our new support sheet which can be shared with staff

[NYHR training](#) – some dates for the coming term

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Your Health & Wellbeing Strategy

Now is the time to develop your school's "Health & Wellbeing Strategy" for employees or, if you have already introduced one, take this opportunity to review it and agree your next steps.

Our [Health & Wellbeing site](#) contains a template staff Workplace Health and Wellbeing Strategy to get you started. This contains a policy statement, a format for an action plan and a Wellbeing Toolkit. The toolkit is a comprehensive document containing guidance on developing your plans and signposting to a range of different resources to support you. The toolkit covers:-

- **Getting Started** – engaging and communicating with staff
- **Health** – covering mental health and stress management, health promotion, exercise and nutrition
- **Work** – including workloads and work/life balance, directed time, school calendar, cover arrangements and flexible working
- **Values and behaviours** – understanding school culture, effective communication and dignity at work
- **Monitoring and Review** – defining the role of the Governing Body and embedding wellbeing across the school

Action

- Review your current school Staff Health & Wellbeing Strategy
- Does it address the current wellbeing concerns of your team?

Health & Wellbeing Staff Survey

Did you know that NYHR offer a commissioned Health & Wellbeing Staff Survey service?

The NYHR Health & Wellbeing Survey was developed with input from the teaching unions and UNISON and aims to identify key organisational issues that may be contributing to stress amongst the workforce. It is based around the Health and Safety Executive's management standards which focus on aspects of work which have been identified as potentially significant stressors in the workplace:- "Demands, Control, Support, Role Change & Relationships"

The short employee survey is completed online and takes about 10 minutes per team member. We collate the responses, which have been completely anonymised, and provide expert analysis of the results in the form of an in-depth report. This includes a review of the results by management standard, analysis of response for each question and uses a Red-Amber-Green rating system to highlight areas of high concern. The report also includes recommendations for action and signposts relevant resources.

Action

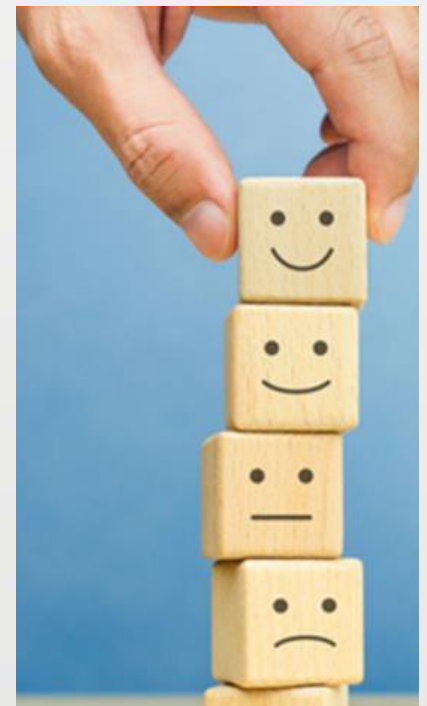
- For further info contact: nyhr@northyorks.gov.uk

Wellbeing Champions

Your staff have an important role to play in promoting health and wellbeing initiatives. A wellbeing group or individual 'champions' drawn from across school may be trained to signpost staff to key resources and work together to create momentum in identifying and supporting activities that will make a difference for staff.

Action

- Have any of your staff team shown an interest in health and wellbeing? Have a chat and see if they would be interested in acting as a 'champion'





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HSE “Education Talking Toolkit” – preventing work-related stress

The Health & Safety Executive (HSE)’s Education “Talking Toolkit” is designed specifically for schools to help leaders tackle conversations with staff regarding subjects that may find difficult but are crucial to the early identification of the causes of work-related stress.

The Talking Toolkit helps start to have simple, practical conversations with employees. The toolkit has six templates for six different conversations. Each of these has a different theme designed to get you and employees talking about issues which may be causing work-related stress or issues which could have the potential to become future causes if not managed properly.

For each conversation, the first sheet gives you a series of questions to start discussions with an employee about the causes of stress. The second sheet helps you to develop ideas for how to begin tackling causes.

There is no strict format for these conversations, or how you should conduct them, and the layout of the toolkit is not prescriptive. You could decide to cover one a week or one a month. The conversations could focus on just one topic or cover all six. The conversations can fit into an existing one-to-one, they could be built into the next training day or a new meeting could be set up solely to talk about stress and how to prevent it. The key thing is creating an appropriate time to have these conversations.

The toolkit relies on having an open and honest conversations and listening to what is being said rather than trying to offer excuses or explanations. Action points and solutions should be agreed together. The important thing is to start talking and to start planning.

Check out the Talking Toolkit here:- [EducationTalkingToolkit.pdf \(hse.gov.uk\)](https://www.hse.gov.uk/educationtalkingtoolkit.pdf)



Action

- Review the “Education Talking Toolkit”
- Decide how to integrate the conversations into school business; e.g. other regular opportunities for a 1:1 meeting.

Board-level Support for Staff Wellbeing

Governing boards and bodies have significant responsibilities to support the wellbeing of those employed in their schools and Trusts, including their work-life balance.

These responsibilities are underpinned by health and safety law and statutory pay and conditions.

The judgement of leadership and management in the current education inspection framework also considers how governing boards and school leaders review and address issues relating to staff workload and wellbeing, including reducing workload associated with data and evidence collection which is unnecessary.

The National Governance Association (NGA) provides an [evaluation tool](#) for governing bodies and school leaders that focuses on the wellbeing of school leaders, their self-care and how this is modelled throughout the school or Trust. This tool provides an excellent framework for discussion between Headteachers and Governors in the early stages of developing a strategy for wellbeing.

Action

- Review the NGA’s evaluation tool
- Consider proposing to the Governing Body that a Governor be appointed to work with the Headteacher on its completion



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Psychological First Aid Training Opportunity

Public Health England (PHE) have developed an online course offering training on how to provide practical and emotional support to children and young people affected by emergencies or crisis situations. Children and young people can be very resilient, but crises such as COVID-19 can severely impact their mental health. Getting the right support early on can help prevent problems occurring or worsening.

The training is available for all frontline workers, such as teachers, and anyone who cares for or is regularly in contact with children and young people aged up to 25, including parents and caregivers. It takes about 3 hours to complete (split into 3 sessions that the learner can complete at their own pace) and no previous qualifications are required.

On completion, participants will have an understanding of what Psychological First Aid (PFA) is, be able to identify who would benefit from support and how best to give help across the different age groups and also for those who might need extra support because of different needs.

PFA is a globally recognised training programme designed to support people during or in the aftermath of a serious event. PHE has adapted this training for those supporting children and young people with advice from a range of experts. Further details plus how to sign up for the FREE course are available here: <https://www.futurelearn.com/courses/psychological-first-aid-for-children-and-young-people>

Action

- Identify which employees would be best placed to support students
- Facilitate the time for them to sign up and complete the free training programme



Upcoming NYHR Training

Learning new skills can improve mental wellbeing by increasing confidence, raising self-esteem and connecting with others. It is key to ensure that staff have the skills and knowledge to succeed in their role.

Webinar	Dates
Successful Appraisal	16/06/21 21/06/21 29/06/21
Challenging Conversations	04/05/21 08/06/21
How to succeed with common HR issues	19/05/21 25/05/21 09/06/21
Staff Hearing and Appeals: Governor Panels (Delivered over 2 webinars)	10/05 & 17/05/21 08/06 & 15/06/21
Disciplinary Investigations	10/06/21 & 17/06/21
Holding people to account: developing performance	18/05/21 & 25/05/21

All courses will be delivered in Teams and can be booked through [NYES](#). Or contact us to discuss webinars tailored to your school needs:

susan.mcgin@northyorks.gov.uk.

And finally Wellbeing Support for School Staff

A reminder that we have produced a sheet for staff signposting them to the many resources currently available to support them with their physical and mental wellbeing.

Action

- Download and share the [wellbeing support sheet](#) with all employees.