

## School Wellbeing Policy

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| Title            | : | School Wellbeing Policy     |
| File Name        | : | TRAC/ADMIN-SWP/010          |
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### 1. Purpose

The wellbeing policy aims to promote and support the health, safety, and welfare of all members of The Royal Academy Private School community, including students, staff, and faculty. This policy fosters a safe, inclusive, and positive environment conducive to personal and academic growth.

### 2. Scope

This policy applies to all students, staff, administrators, and other members of the school community, including parents and external stakeholders involved in the school's operations.

### 3. Policy Principles

- **Positive Environment:** The Royal Academy will foster a positive, supportive, and inclusive environment that promotes the mental and emotional wellbeing of both staff and students.
- **Holistic Approach:** Wellbeing will be addressed through a holistic approach, encompassing physical, emotional, intellectual, and social aspects of wellbeing.
- **Proactive Support:** Early identification and intervention for both staff and students at risk of emotional or mental health challenges.
- **Confidentiality and Respect:** Any personal information shared as part of wellbeing support will be treated with the highest confidentiality, with respect to privacy and individual dignity.

### 4. Student Wellbeing

#### 4.1. Mental Health and Emotional Support

- **Counseling Services:** On-site counselors will be available to support students experiencing emotional or mental health difficulties. Counseling will be confidential unless safety is at risk.
- **Peer Support Programs:** Develop peer mentoring programs that allow students to share concerns and receive support from trained mentors.
- **Regular Check-ins:** Class teachers and Homeroom teachers will conduct regular check-ins to identify students who may need additional support.

#### 4.2. Physical Health

- **Health Services:** Provide access to a full-time nurse and regular health check-ups.
- **Physical Education:** Ensure a robust physical education curriculum and encourage participation in extracurricular sports and activities.
- **Nutritious Meals:** Offer healthy meal options through the school canteen and promote good and healthy eating habits.

#### 4.3. Bullying and Harassment Prevention



- **Zero Tolerance Policy:** The school will maintain a zero-tolerance policy toward bullying, cyberbullying, harassment, and discrimination.
- **Anti-Bullying Programs:** Implement educational programs to teach students about respectful behaviour, empathy, and digital safety.
- **Reporting and Response:** Clear procedures for students to report bullying anonymously, with swift intervention and restorative practices.

## 5. Staff Wellbeing

### 5.1. Work-Life Balance

- **Reasonable Workload:** Ensure manageable workloads to reduce stress. Regular reviews of workload distribution will be conducted to promote fairness.
- **Flexible Working:** Offer flexibility in working hours where possible, such as telework or job-sharing, to support staff in balancing professional and personal responsibilities.

### 5.2. Emotional and Mental Wellbeing

- **Access to Mental Health Resources:** Provide staff with access to counseling and mental health support services.
- **Staff Wellbeing Days:** Encourage mental health days, where staff can take time to recharge without it affecting their leave allocation.
- **Professional Development:** Regular training on managing stress, work-life balance, and maintaining mental health.

### 5.3. Physical Health

- **Health Checks and Support:** Offer regular health screenings and promote an active lifestyle through staff participation in sports events or yoga sessions.
- **Healthy Eating Initiatives:** Promote healthy eating in the staff lounge, offering nutritious options for snacks and meals.

### 5.4. Bullying and Harassment

- **Zero Tolerance Policy:** A zero-tolerance approach to harassment, bullying, and discrimination toward staff members.
- **Open Communication:** Provide a confidential and secure process for staff to report concerns or incidents. This process will ensure impartial investigation and resolution.

## 6. Roles and Responsibilities

### 6.1. School Leadership

- Responsible for promoting a wellbeing culture within the school and ensuring the policy is implemented and reviewed regularly.

### 6.2. Wellbeing Committee



- A dedicated team comprising teachers, school counselors, health staff and administrative staff will oversee the wellbeing programs and initiatives. They will ensure that both students and staff have adequate resources and support systems in place.

### 6.3. Teachers and Staff

- Actively promote wellbeing by modeling positive behavior, maintaining open communication with students, and reporting any concerns related to student welfare.

### 6.4. Students

- Students are encouraged to engage with wellbeing programs, report concerns, and actively support their peers.

## 7. Implementation and Review

The policy will be reviewed annually to ensure its effectiveness and relevance. The school will gather feedback from students, staff, and parents to continuously improve the wellbeing initiatives.

### 7.1. Training

- All staff will receive regular training on wellbeing, including recognizing signs of mental health struggles, promoting positive student engagement, and managing workload stress.

### 7.2. Monitoring and Feedback

- The Wellbeing Committee will collect data on wellbeing interventions, including surveys, focus groups, and health assessments, to track the success of the policy and identify areas for improvement.

## 8. Communication

The wellbeing policy will be communicated through the school website, staff meetings, and student assemblies. Parents and external stakeholders will also be informed to ensure a consistent approach to wellbeing across the entire school community.

Approved By  
Principal