Staff Health and Wellbeing Policy

Mandatory – Quality Area 2

# Purpose

As a health promoting service, Epping North Pre-School will promote the health and wellbeing of all staff through learning, policies, creating a safe and healthy physical and social environment and developing community links and partnerships.

This Policy confirms our commitment to:

* Providing our staff with a safe, healthy and supportive environment in which to work.
* Recognising that the health and wellbeing of our staff is important, and that it not only benefits the individual, but also the children, families and the wider community.
* Providing a supportive workplace culture where healthy lifestyle choices are valued and encouraged.

# Policy statement

## Background

A focus on the health and wellbeing of staff can help improve their physical and mental health, concentration and productivity and reduce absenteeism and staff turnover.

1. Research has shown that healthy, engaged employees are nearly three times more productive than employees with poor health.

**Whole Service Engagement:**

It is recognised that every member of the service impacts on the children’s health and can contribute to creating an environment that promotes healthy eating and good oral health. All members of our service including educators, staff, children, families and volunteers will be supported in implementing this policy.

Responsibilities

Management has the responsibility to:

* Ensure all staff are accepted and valued as individuals and professionals
* Ensure effective health and wellbeing communication channels are in place
* Enable and cultivate a workplace culture that promotes connectedness, is inclusive and provides support
* Recognises staff for the work they do and provides relevant and regular feedback
* Ensure that the staff/Volunteers/visiting students are aware of the policy at induction and have the opportunity to provide feedback
* Monitor the implementation of this policy
* Ensure the policy is available to all staff and easy to access
* Ensure that all staff are encouraged to contribute at review
* Discuss any changes to the policy

Staff are encouraged to:

* Read, fully understand and action the staff health and wellbeing policy in their work roles
* Support the policy to ensure the workplace culture is supportive and positive for staff health and wellbeing
* Be respectful of each other
* Comply with the policy at all times while completing work related duties
* Inform management if they believe the policy is not being followed.

Procedures

Our workplace will:

* Provide a healthy physical and social environment and promote awareness of key health issues for staff that supports
* Healthy eating and oral health
* Physical Activity
* Tobacco Control/smoke free environment
* Safe environments
* Mental Health and wellbeing
* Sun Protection
* Encourage staff to provide input into health and wellbeing initiatives within and outside the service
* Engage health professionals, services and organisations who can support promotion of staff health and wellbeing

Relevant Legislation and Policies

* **National Quality Framework, Standard 7.1** Effective Leadership promotes a positive culture and builds a professional learning community
* Occupational Health and Safety Policy
* The Department of Education and Training **Principals for Health and Wellbeing**

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1. **Australian Government, Department of Health 2013**

**http:/www.healthyworkers.gov.au/internet/hwi/publishing.nsf/Content/why**

1. **Medibank Private 2005 The health of Australia’s workforce** [**http://www.medibank.com.au**](http://www.medibank.com.au)

**Monitoring and Review**

**The *staff health and wellbeing policy*** will be monitored by educators, staff, families, management and the health and wellbeing team.

Related Documents

* Food Safety Policy
* Occupational Health and Safety
* Health Eating and Oral Health Policy

# AUTHORISATION

This policy was adopted by the Approved Provider of Epping North Pre-School in January 2017.

# REVIEW DATE: 01/JULY/2018