

W2. WELLBEING POLICY

Our mission is to develop happy, confident and successful children who are well prepared for their future.

ISSR no.	n/a
Policy Owner	Deputy Head Pastoral
Reviewed by Deputy Head Pastoral	01.04.24
Reviewed by Headteacher	09.04.24
Reviewed by Governing Body	n/a
Renewal date (by)	30.04.26

The purpose of the policy is to outline how staff at Westbrook Hay School carry out their duty of care to ensure that the children's continuing personal, social and emotional wellbeing is developed and nurtured.

STAFF MENTAL HEALTH

Westbrook Hay School firstly understands the need for staff to be emotionally healthy and to support other staff in achieving this duty of care. We have two trained adult Mental Health First Aiders in school for staff to call upon (Ruth Sykes, Assistant Bursar) and Dan Pope (Year 5 Form Teacher and Games and PE Teacher). We also have a partnership with Education Support who are an independent Employee Assistance Programme, available to call 24 hours a day on 08000 856 148. Please see the Mental Health and Wellbeing Policy (for staff) for further information.

PUPIL MENTAL HEALTH

The School also has two Youth Mental Health First Aiders (YMHFA), Nicola George (School Secretary) and Samantha Taylor (Designated Safeguarding Lead) and one Emotional Literacy Support Assistant (Samantha Taylor) available to help our children and foster their mental wellbeing.

In addition, the school can provide a School Counsellor (fee payable by parents), to provide support for pupils.

As with all matters of Mental Health both staff and children are encouraged to find the qualified person they feel most comfortable speaking with.

PHYSICAL CONTACT

Young children may seek comfort or reassurance from an adult during the day, especially when they are hurt, unsure about a new situation or become tired. Staff should refer to the Staff Behaviour Policy, the Child Protection and Safeguarding policy and the Restraint Policy for more specific guidance on appropriate physical contact.

INTIMATE CARE

We are committed to ensuring that all Westbrook Hay staff responsible for the intimate care of children will undertake their duties in a thoroughly professional manner at all times. We recognise that there is a need to treat all children with respect and dignity. Guidance on exactly how intimate care is given can be found in our Intimate Care Policy.



SAFETY

Children need to discover boundaries and limits in a secure and protected environment. Young children who are upset entering school or parting from their parents or carer will be comforted and reassured until they feel happy and secure.

Parents/carers will be contacted if a child becomes too distressed and there are no signs of settling. We encourage children to know who and how to ask for help. A young child having a tantrum that may cause injury to themselves or to others will be comforted and restrained if required, until they feel happy and secure. Parents/carers will again be contacted as above.

Please refer to the school's Staff Behaviour Policy, the Behaviour Management Policy and Physical Intervention (Restraint) policy.

Sun cream requiring one application per day needs to be applied to all young children during hot weather before arriving at school each day. Staff are not permitted to apply sunscreen to children.

INJURY

Parents are referred to our First Aid Policy and Procedure (available from the School Office) for further information.

FOOD - HEALTHY CHOICES

At Westbrook Hay, our children are provided with a nutritious, healthy, balanced diet. Children are encouraged to eat a wide range of food including fruit and vegetables. Our healthy theme includes fruit and milk or water, as a snack at break in Pre-Prep (Nursery-Year 2) and a healthy range of supper choices in Pre-Prep after School.

Older children also enjoy a healthy break-time snack. This includes brown bread, whole-wheat biscuits and fruit, and at lunchtime children are invited to try a variety of foods on offer from the 'hot' food counter or, if they prefer, they may choose from the salad bar.

Menus change regularly. Staff guide children on portions and choices, although no child is ever forced to eat anything they do not wish to eat. Where a child is a fussy eater, parental guidance is sought about expectations of how much and which foods they are required to eat. Through our Science and SCARF (PSHE) curriculum, we teach children about healthy eating, a balanced diet and how to make the correct food choices.

EMOTIONAL WELLBEING

At Westbrook Hay children’s physical, emotional and mental wellbeing is of paramount importance. We provide a broad curriculum including sport and SCARF (PSHE) which teaches children how, by making appropriate choices, to be physically and emotionally well. Where a child is failing to thrive, contact is initially made with the parents and where necessary, a referral is made to educational or health professionals.

In addition to our qualified Mental Health First Aiders mentioned in the first section of this policy, the School has ‘Worry Boxes’ placed in the Gadebridge Building Atrium and at the stairs leading to The Willow where children may write down any worries they may have and post them into the ‘Worry Box’. Additionally, on a periodic basis we remind children that there is a ‘Worry Google Form’ available in Google Classroom for children to use, which will allow them to email any concerns to the Safeguarding and Pastoral Teams. The Worry Boxes/Worry Forms are regularly monitored and followed up by the Designated Safeguard Lead.

Westbrook Hay School also operates a ‘red phone’ system. There are three red phones which are located in the following areas:

- Pre-prep Atrium
- Front of the Gadebridge Building
- Outside of The Willow

The phones are a direct line to our Designated Safeguarding Lead and are available to use by pupils who require extra support outside of the classroom.

PARENTAL AGREEMENT

Parents are asked to sign consent on the portal for this Policy confirming they have read and understood it. Where circumstances require an individual Care Plan to be put in place, the appropriate staff - Form Tutor, YMHFA and SENCO will liaise with the Parents.

We/I confirm we/I have read and understand the School’s Wellbeing Policy.

Child’s Name

Signed..... Date.....

Signed..... Date.....

** Where appropriate both parents must sign.*

REFERENCES

This policy should be read in conjunction with the following Westbrook Hay Prep School policies:

- Child Protection and Safeguarding
- Anti-Bullying
- Staff Behaviour Policy
- Intimate Care
- First Aid Policy
- Behaviour Management
- Pupil Supervision
- Missing Children
- Physical Intervention (Restraint)
- Search
- PSHE
- PSHE Scheme of Work
- Relationships & Sex Education
- Spiritual, Moral, Social and Cultural