

Mrs Bonds Village Nursery Wellbeing Policy

Children's Wellbeing

Promoting Health and Well-being

Our setting recognises that children's mental health is an integral part of their emotional, mental, social, environmental and spiritual well-being and is supported by attention to these aspects. We promote health, safety and well-being through our practices, policies and procedures. We endeavour to minimise hazards and risks to enable the children at our setting to thrive in a healthy and safe environment. Safeguarding children from harm is a shared responsibility by everyone within the setting.

Procedures

Physical well-being

All children are different and develop in individual ways and at varying rates. Every area of development -physical, cognitive, linguistic, spiritual, social, and emotional, is equally important. Staff are aware of the different stages of child development and how the effects diet, exercise, environment, sleep, emotion can all affect their development.

Our setting provides a safe, secure, stimulating, supportive environment for all children and do not discriminate against any child or their family on the basis of protected characteristics as defined by the Equalities Act 2010 and as described in our Equality, Diversity and Inclusion Policy.

The importance of hygiene is promoted and children are supported to maintain their own hygiene by such things as washing hands and covering mouths to reduce spreading germs to others.

Healthy eating

Children need a balanced diet that contains foods from all the essential food groups to thrive and grow. Our setting regards snack times as an important part of the settings day. Eating represents a social time for children and adults and allows the children to learn about healthy eating. We promote healthy eating using resources and learning about healthy foods and practices through a wide range of activities. At snack time, we aim to provide good quality nutritious food that meets the children's individual dietary needs. As children are provided with packed lunches from home we will share information on healthy food choices with parents

We follow these procedures to promote healthy eating in our setting.

- We record information about each child's dietary needs on their registration form and parents sign this to signify it is correct.
- We regularly consult parents to check the information is correct and current any amendments are made and signed by the parents.
- We provide nutritious foods for snacks, avoiding large quantities of saturated fat, sugar and salt and artificial additives, preservatives and colourings.
- We include a wide variety of foods from the main food groups in our snack time.

- Fresh drinking water is available throughout the session for children. We promote the importance of hydration especially in the warmer weather.
- Semi-skimmed Milk and water is available at snack time.
- We have visits from the community dentist to support us on the importance of healthy eating and oral hygiene
- We promote healthy eating and children understanding of the importance of a balanced diet through a variety of practical activities and discussions. Stories, posters and resources enable us to reinforce this on a daily basis.
- We support parents by giving advice as required and displaying literature to promote their knowledge and understanding of a healthy diet and its importance, and ask for parents to provide healthy options in the children's lunch boxes.
- All staff receive food hygiene training and refreshers to ensure safe best practice is maintained.
- We wash hands or use anti-bacterial gel on our hands and the children's prior to the having their snack and lunch to promote hygiene ensuring hands are clean and safe from germs minimising possible risks. Educating the children on the importance of hygiene. Parents sign a permission slip for this as the child starts the setting.
- We plan activities that encourage healthy food choices and the role food plays in maintaining health.
- We promote healthy eating to be positive role models that the children will follow and continue to make healthy choices in the future.

Exercise

- Our setting is aware of the importance of exercise and the benefits it has to child as a whole. We recognise not only the benefits it has on their health but also promotes stamina, endurance and allows an opportunity to socialise with their peers
- We provide a range of opportunities to take part in physical exercise within session time.
- We encourage the children to move in a variety of ways to develop co-ordination, balance and gross motor skills.
- We encourage and support children until they feel confident to try activities without adult support.
- We discuss and promote the importance of exercise and the impact and effects it has on their bodies, and the importance of rest.
- Staff promote exercise by participating and taking the lead for children to follow, during daily exercise routines.
- We access the outside play area daily and promote the importance of physical activity and the stimulation exploring the outdoor environment can provide.
- Where possible we will have outside agencies come in and provide sport/exercise activities

Supporting parents and families

- Staff support parents and families by offering advice on areas of concern
- Provide emotional support to those that are emotionally vulnerable and experiencing difficulties such as separation, financial concerns and housing problems.
- Liaise with health visitors and local services in order to provide information and support required.

- Inform parents where they can access medical treatment, dentist, and health centre if just moved to the area.
- Provide parents with information on local Children's and Families centers and activities for parents and children
- Provide information both verbally and in written format, in different languages/ different sized texts as required and go through it to ensure understanding.
- Providing information on healthy practices such as immunisation and advice on health matters such as chicken pox and head lice
- Ensure parents are aware of the settings policies and procedures including those relating to safeguarding, equal opportunities/inclusion and health and hygiene.
- Policies are always available for parents to access.
- We take children still in nappies and support the child and parents with toilet training when the child progresses to this stage.
- Carryout referrals to other agencies such as Bromley Children's Project (Early Help Services) if needed

Emotional well-being

- Staff are made aware during induction to the setting of all the settings policies and procedures and ensure they are followed.
- Children's individual needs and requirements are met and their feelings accepted and respected. Friendships and team building are encouraged and promoted through daily activities.
- Children gain a sense of well-being when they are encouraged to take responsibility and join in with activities that interest them.
- The child has a key person allocated to them on induction to provide support and guidance throughout their time in the setting. The key person will help guide them through transition to setting to the one at school, providing emotional support for the parent and child.
- Staff receive training and guidance to ensure they are confident promoting and supporting well-being.
- We provide a supportive network to respond to sensitive issues involving staff, children and adults.
- Children take part in daily positive affirmations to promote self confidence
- The setting has a named Wellbeing Practitioner, Natasha Reynolds. She will keep a record of children that may be struggling with their emotion wellbeing, and provide activities and opportunities for them. She will work alongside the families to support the child

Staff Well Being Policy

Mrs Bonds Village Nursery as employer has a duty to ensure the health, safety and welfare of its employees as far as reasonably practicable. It is also required to have in place measures to mitigate as far as practicable factors that could harm employees' physical and mental well-being, which includes work-related stress. This duty extends only to those factors which are work-related and within the nursery's control.

This policy accepts the Health and Safety Executive definition of work-related stress as "the adverse reaction a person has to excessive pressure or other types of demand placed on them". There is an important distinction between 'reasonable pressures' which stimulate

and motivate and 'stress' where an individual feels they are unable to cope with excessive pressures or demands placed upon them.

This policy recognises that there are many sources of work related stress and that stress can result from the actions or behaviours of managers, employees or students.

The Health and Safety Executive have produced a number of Management Standards which cover the primary sources of stress at work that, if not properly managed, are associated with poor health and well-being, lower productivity and increased sickness absence. These are:

- Demands – i.e. workload, work patterns and the work environment.
- Control – i.e. how much say the person has in the way they do their work.
- Support – i.e. the encouragement, sponsorship and resources provided by the organisation, line management and colleagues.
- Relationships – i.e. promoting positive working to avoid conflict and dealing with unacceptable behaviour.
- Role – such as whether people understand their role within the organisation and whether the organisation ensures that they do not have conflicting roles.
- Change – such as how organisational change (large or small) is managed and communicated within the organisation.
- The nursery's performance on well-being and stress management will be assessed in the context of the HSE Management Standards.

Statement of Intent

The nursery's management team acknowledge the potential impact that work has on an individual's physical and mental health, a moral and legal duty for taking steps to promote employee well-being as far as reasonably practicable.

The management team are committed to fostering a culture of co-operation, trust and mutual respect, where all individuals are treated with dignity, and can work at their optimum level.

The management team recognise that work-related stress has a negative impact on employees' well-being, and that it can take many forms and so needs to be carefully analysed and addressed at an organisational level.

The Staff Well-being policy expands upon the nursery's Health and Safety policy, setting out how the nursery will promote the well-being of employees by:

- Creating a working environment where potential work-related stressors as far as practicable are avoided, minimised or mitigated through good management practices, effective policies and staff development.
- Increasing managers' and employees' awareness of the causes and effects of stress.
- Developing a culture that is open and supportive of people experiencing stress or other forms of mental ill-health.
- Engaging with staff to create constructive and effective working partnerships both within teams and across the nursery.
- Establishing working arrangements whereby employees feel they are able to maintain an appropriate work life balance.

- Encouraging staff to take responsibility for their own health and well-being through effective health promotion programmes and initiatives.
- Encouraging staff to take responsibility for their own work and effectiveness as a means of reducing their own stress and that of their colleagues.

Responsibilities for implementing the Staff Well-being policy

The Management Team will:

- Support steps taken to develop a culture of co-operation, trust and mutual respect within the nursery.
- Champion good management practices and establish a work ethos within the nursery which discourages assumptions about long term commitment to working hours of a kind likely to cause stress and which enables employees to maintain a reasonable “work life balance”.
- Promote effective communication and ensure that there are procedures in place for consulting and supporting employees on changes in the organisation, to management structures and working arrangements at both a nursery-wide and departmental level.
- Encourage initiatives and events that promote health and well-being.
- Treat individuals reporting to them with consideration and dignity, and will promote a culture of mutual respect in the teams they manage. They will not permit unacceptable behaviour and will take decisive action when issues are brought to their attention.
- Ensure that there is good communication within their team and there are opportunities for individuals to raise concerns about their work.
- Co-operate with all staff to ensure that risk assessments are undertaken for roles or working practices that may give rise to work-related stress.
- Encourage their staff to participate in events and initiatives undertaken by the nursery to promote well-being and more effective working.
- Take action in the interests of all their colleagues where performance by a member of staff may cause stress to their colleagues.
- Ensure there are arrangements in place to support individuals experiencing stress
- Ensure there are arrangements in place to support problems with employee performance.
- Collate information which will enable the nursery to measure its performance in relation to stress management and employee well-being, such as:
 - Sickness absence
 - Staff turnover, exit interviews
 - Number of self referrals to the counsellor service
 - Numbers of grievance and harassment cases.
- Seek the views of employees on the effectiveness of the nursery’s Well-being policy and stress management arrangements using staff surveys and other appropriate questionnaires.

Employees will:

- Treat colleagues and all other persons with whom they interact during the course of their work with consideration, respect and dignity.
- Co-operate with the nursery’s efforts to implement the Well-being policy, attending briefings and raise their own awareness of the causes and effects of stress on health.
- Raise concerns with their line manager if they feel there are work issues that are causing them stress and having a negative impact on their well-being.

- Take responsibility for their own health and well-being by adopting healthy lifestyles.
- Take responsibility for their own development skills as one of the means to enable them to work effectively in their team and so reduce of the risk of stress.
- Take responsibility for working effectively in their assigned roles, thus helping to avoid causing stress to their colleagues.

The Health and Safety Coordinator will:

- Ensure that the Well-being policy is kept under review and updated as appropriate
- Develop training and briefings to increase awareness of the causes and effects of work-related stress among managers and other employees.
- Assist and support managers to undertake local stress risk assessment where required.

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