YASMINA
BRITISH ACADEMY

Staff Wellbeing Policy

Summary

Policy First Issued on	September 2025
Next Policy Review Date	June 2028
Lead Professionals	Paul Taylor, Paul Dallyn and Lisa Davey
Signature(s)	
Approved by ELT	
Date	September 2026

Introduction

Yasmina British Academy recognises that staff wellbeing and positive mental health are fundamental to creating a thriving school community. In alignment with the Department of Education and Knowledge (ADEK) Wellbeing Framework and Aldar Education's vision, we are committed to embedding wellbeing into every aspect of school life. This policy outlines our approach to identifying, supporting, and promoting staff wellbeing across the Academy.

Policy Purpose

- To embed wellbeing into the ethos and culture of the school.
- To ensure early identification and intervention for staff experiencing wellbeing or mental health challenges.
- To promote staff awareness of wellbeing practices, resources, and support mechanisms.
- To provide structured, ethical, and inclusive support services that value and safeguard staff.

Scope

This policy applies to all staff members at Yasmina British Academy. It covers psychological, physical, emotional, and professional wellbeing, including workload management, professional growth, and access to support services.

Definitions

Key terms follow ADEK and Aldar guidance, including:

- Wellbeing: A holistic view of staff psychological, physical, emotional, and social health.
- Work-Life Balance: The ability to manage professional responsibilities alongside personal commitments.
- Wellbeing Lead/Committee: Responsible for overseeing wellbeing initiatives and responding to staff feedback.

Whole-School Approach to Staff Wellbeing

Yasmina British Academy will:

- Develop a localised Staff Wellbeing Strategy aligned with Aldar Education's framework.
- Promote wellbeing through workshops, social events, wellness spaces, and staff voice forums.
- Ensure wellbeing is embedded into onboarding, performance management, and daily school life.
- Celebrate staff contributions and create a culture of recognition and appreciation.

Support Services

Wellbeing Provision

All staff will have access to wellbeing support through school-based initiatives and referral to professional services where required.

Roles and Responsibilities

- Wellbeing Leads/Committee: Coordinate wellbeing initiatives, review survey data, and act on staff concerns.
- Line Managers: Support team wellbeing, maintain open communication, and escalate issues appropriately.
- HR and SLT: Provide formal support and ensure access to external counselling or professional services when necessary.

Professional Development

Staff will have opportunities for CPD linked to wellbeing, resilience and workload management

Referral Pathways

- Staff may self-refer or be referred by line managers to the Wellbeing Lead or HR.
- Referral processes will remain confidential and follow Aldar Education safeguarding protocols.
- Concerns relating to staff wellbeing may be logged securely in line with Aldar Education systems.

Confidentiality

Confidentiality will be maintained in all wellbeing matters unless there is a safeguarding or serious risk. Where information is shared, it will be with designated senior leaders or HR only.

Support During Vulnerable Phases

The school will identify high-stress periods for staff (e.g. inspections, assessment cycles, transitions) and provide:

- Workshops and drop-in sessions.
- Wellbeing check-ins (e.g., through surveys or informal forums).
- Additional flexibility or TOIL where appropriate.
- End-of-term feedback opportunities.

Support for Staff with Additional Needs

Collaboration:

Staff with additional wellbeing or health needs will co-create support plans with line managers or HR, reviewed termly.

Reasonable Accommodations:

May include adjusted timetables, flexible working or additional resources as appropriate

Monitoring and Compliance

- An annual staff wellbeing survey (Aldar eNPS) will be conducted to assess impact.
- Results will be analysed to identify trends and shape future action plans.
- Progress will be monitored termly by the Wellbeing Committee and reported to SLT.

References

- ADEK Wellbeing Policy
- ADEK Staff Wellbeing Policy
- Aldar Education Safeguarding and Child Protection Policy
- Federal Decree Laws on Employment, Child Rights, Disabilities, and Data Protection