



Kaiako Hauora - Wellbeing Policy

Enquiries to:	Centre Manager/ chairperson
Applies to:	Manager, Kaiako/staff, committee
Date Developed:	January 2023
Date Reviewed:	June 2023
Date Approved:	September 2023
Next Review Date:	November 2025

Purpose / Rationale:

The ECE teacher hauora policy centres around the recognition that teachers are an early service's most valuable resource. Promoting ECE teacher wellbeing creates a healthy environment for staff, tamariki and whānau.

This policy recognises that there are various factors affecting the hauora of teaching staff, such as:

- Work environment
- Teacher support
- Working relationships
- Stress
- Wages
- Staff turn-around
- Professional learning development.
- Mental Health
- Neurodiversity
- Personal Lif
- Health

Goals

- To develop a culture in which teachers are respected and their mental, physical and emotional wellbeing is supported.
- To increase awareness about methods of promoting and maintaining wellbeing (nutrition, physical activity, sleep, stress management, etc).
- To establish an environment where teachers can communicate and collaborate with compassion and care, to create and maintain a healthy workplace.
- We are a supportive, open environment. We acknowledge all people and individuals - different cultures, races, sexuality and gender identity, who are welcome and supported.

Strategies

- We have a leadership team that is invested in staff wellbeing
- Leadership team will commit to upskilling and continued ongoing professional development around teacher wellbeing and mental health
- Resources and professional development opportunities will be available for teachers on relevant wellbeing topics (nutrition physical activity, stress management, sleep) podcasts, Magazines, Books, Spotify for teachers and parents. Library of reading materials in staffroom
- We have opted into extended pay parity because we believe in paying staff what they are worth

- We work to high ratios at all times as this helps kaiako to be supported and relieve stress in the business of the day.
- We value and support teachers and teachers with young children. Parents are recognised as being the primary carer. We are flexible with feeding, sleeping while teacher and child are settling in, the team and will support in any way they can.
- Regular catch up conversations will be held to check on staff wellbeing and any concerns or questions they may have in a relaxed environment.
- Staff will be able to safely ask for breaks, speak out when stressed and ask for support no matter how small in a non judgmental environment. Leadership team is available to chat when needed.
- Management have an open door policy. The door is always open for chats whenever needed for spontaneous chats or support.
- There is more to us than our job. We recognise that we have lives outside our centre and we promote a team culture where everyone can talk to each other to express needs or concerns or joys about their lives, in a professional capacity.
- There will be regular opportunities for staff social events outside of the centre. (4 times per year, the Board will pay for a social event for staff)
- Staff and their families can come together and enjoy social events as whanau are important.
- There will be regular staff appreciation shouts and special surprise events,
- We celebrate and acknowledge staff on their birthdays.
- Management can support staff to find counselling sessions
- Teacher only days will have a team bonding activity built into these days
- Sick days are available and are able to be taken guilt free
- We are a collective made up of individuals with strengths, interests and passions to share and celebrate. We will utilise and promote you to use them for the benefit of the centre and each other
- Teachers will be paid or paid in time in lieu for professional development with consultation with your manager
- There are funds available for professional development for kaiako in alignment with your PGC goal or centre development goals through strategic plan or internal evaluation
- Staff are paid for staff meetings (2 hours per month), Teacher registration costs will be reimbursed, First Aid courses will be paid for by the centre. Up to 3 hours of course time is paid for at your hourly rate.
- If necessary, we can move teachers between rooms to provide continuity of care to help alleviate stress for teacher
- Open communication – where you are encouraged to share with whoever you feel comfortable.
- If Staff feel unsafe in their home environment or personal life we encourage staff to approach management for any support.

ABoard of Trustees consulted	Yes/No	Kaiako consulted	Yes/No
Parents consulted	Yes/No		
Approved by: _____		Designation: _____	Date: _____