

**Managing Stress at Work Policy**

- The manager will make time available for staff to discuss needs and concerns.
- Use external support when needed and allow staff to access this.
- Provide HSE leaflets on managing stress.
- Staff will remain confidential and compassionate about other members of staff suffering from stress.
- Leaflets and posters will be displayed with helplines and contact details for Domestic Violence etc.
- We will draw up a personal action plan for staff who are suffering from stress in the workplace.
- Wellbeing is a part of our monthly team meetings
- Wellbeing and workload are discussed at termly professional development meetings

***This policy was adopted at a meeting of the setting on (date).....***

***Signed on behalf of the setting.....***