

Team Wellbeing Policy

At Daisy and Rainbow Childcare we are keen to recognise the need to ensure that everyone working and volunteering within the Charity is supported to achieve the highest possible sense of positive Wellbeing.

The core principles in action are that we are alert to individuals and their personal needs, thoughts, and feelings as they come through the doors today, how that may be different to yesterday and how we may be able to support it to be even better tomorrow.

Core Strategies

- We ensure that Wellbeing is core to our ethos and approach towards each other
- We aim to treat everyone with respect and individual care for their personal circumstances
- We share the Five Steps to Wellbeing and EH4MH
- We keep an Open Door Policy for Team to Talk at any time

Formal Supervision and Support and Meetings

- We seek to enable every team member to meet formally with a line manager at least once every term.
- We notate all substantial meetings on a confidential record to ensure a consistency of approach and an ongoing narrative held by the line manager and the Childcare Services Manager.
- Team meetings are a time when the needs of the wider team are given consideration and focus to ensure that everyone can feedback any ongoing needs which could be met by the charity to ensure a more effective working day.

Informal Support and Acknowledgement

- Daisy Team meets every morning and care for each other is encouraged at that time
- Team are encouraged to make a greeting to all other team members as they start work.
- The Team Lead will be alert to team members as they start their workday to ensure a personal greeting
- All team members are encouraged to ensure they make a verbal farewell to all other team members.
- Birthdays are acknowledged by a day off and informally by the team with cake.

Environment

- We are keen that the team allow themselves to be immersive in play
- The temperature will be as ambient as possible in the offices and main playrooms.
- We seek to understand an individual's role and mitigate any challenges born of the environment – lighting, seating, temperature, calm spaces etc

Signposting to other services

- We have access to our own placement counselling service which we can refer team members in to

- We maintain a file of useful providers which may be supportive for our team to meet specific life challenges [Family Support Links](#)
- We offer the team access to the DWP supported Able Futures programme [Support for mental health at work | Able Futures Mental Health Support Service \(able-futures.co.uk\)](#)
- We share links via our newsletters which seek to give team members information which may support their financial and social wellbeing.

Employment “Perks”

- After a Year’s employment Team members may book their Birthday off as a paid day
- After Two years team are given an extra holiday day per year
- After Five Years employment team receive a further additional holiday day per year
- The organisation is registered as a Voluntary Real Living Wage Employer with differentials maintained to respect individual qualifications and job descriptions.
- Team members with a child may access 50% rebate against their childcare fees for the non-funded hours that they work.
- There is a twenty-day sickness allowance per year, post probation which includes a regard for mental health
- There is access to funding to enable team to meet socially three times per year
- Each Team has access to a small fund, administered by themselves, to enable a “Well-Being basket” – a source of small tangible treats. Currently based upon £20 per 11 months for the Daisy team and £20 per 12 months for the Rainbow team.

Training and Progression

- We support our team to attend Mental Health First Aid Training
- We identify training which may help a team member to progress and achieve their goals and work with the member of staff to support that to happen
- We enable all team members to have some non-contact time every term to allow online training towards a shared organisational goal or specific to the persons role or interests.
- We routinely share easily accessible training modules which can be accessed at home.
- We encourage conversations at supervision which investigate any next steps which will enable career progression – access to qualifications, personal research, training.

Self-Monitoring

- The team will be encouraged to “Have a Voice” to enable ongoing reflection so that any improvements to team wellbeing may always be considered thoughtfully and proactively.

Policy Formulated on: Jan 23

Policy last reviewed on: _____

Signed: 