



H.H. Shaikh Rashid Al Maktoum Pakistani School Dubai

Staff and Student Wellbeing Policy

This procedure will be brought to the attention of staff at least once a year.

Approved by:

Principal

Senior Leadership Team

1. PURPOSE AND SCOPE

This policy intends to provide a framework for how H.H. Shaikh Rashid Al Maktoum Pakistani School Dubai, hereby referred to as 'the School', supports the emotional needs of all stakeholders. The School is committed to providing clear, consistent and accessible support and communication to our students and staff regarding their wellbeing. The School is responsible for creating an environment for staff and students where they progress as individuals who are resilient, adaptable, flourishing and empowered to excel.

This policy is written in accordance with the UAE National Wellbeing Strategy 2031 and the National Child Protection Policy in Educational Institutions in the United Arab Emirates. It sets out a clear understanding of the importance of wellbeing as a core value to the School and how wellbeing will be promoted through different activities and initiatives.

Objectives:

- To provide a clearly stated Staff and Student Wellbeing Policy.
- To continue to make the health, safety and wellbeing of all staff and students a priority.
- To create an approach based on KHDA's wellbeing agenda for schools, the UAE National Wellbeing Strategy 2031 and the National Child Protection Policy in Educational Institutions in the United Arab Emirates.
- To develop skills that enable students to make the right choices.
- To create a sense of mutual respect, care and responsibilities for everyone in school.
- To engage and build positive connections in work and study environments

2. OUTLINE

This policy presents how staff and student wellbeing will be achieved within the School and the roles and responsibilities of each stakeholder.

3. TERMINOLOGY

KHDA: Knowledge and Human Development Authority

UAE National Wellbeing Strategy 2031: It aims to make the UAE a world leader in quality of life through several strategic objectives and initiatives. It also seeks to promote an integrated concept of wellbeing, thus supporting the vision of the UAE Vision 2021 and the UAE Centennial 2071 (Salman, 2019).

National Child Protection Policy in Educational Institutions in the United Arab Emirates: Designed to protect and safeguard the welfare and wellbeing of all children in the UAE, the policy includes information for school leaders, early childhood centres, teachers and parents, and details the responsibilities and obligations of all adults who come into contact with children.

Wellbeing: Includes physical/social/emotional/psychological/economic wellbeing, life satisfaction, engaging activities and work, development, and domain-specific satisfaction (Centers for Disease Control and Prevention, 2018).

4. WELLBEING PROCESS, ROLES AND RESPONSIBILITIES

The policy is used as guidance for the Principal, School Wellbeing Champion, and the Senior Leadership Team (SLT) to maintain wellbeing through defined procedures and guidelines and to promote wellbeing activities and initiatives at the School.

4.1 Roles and Responsibilities

4.1.1 Principal

The Principal is responsible for:

- establishing clear rules, routines and expectations about behaviour for teaching and learning.
- overlooking the delivery of wellbeing initiatives for staff and students. They are primarily responsible for ensuring that staff's wellbeing needs are being met, everyone is treated equally and is appreciated for their work.
- approving plans and initiatives related to the staff and student wellbeing.
- providing one-on-one or group counselling to staff.
- organising activities for the staff such as the annual Teacher Appreciation Ceremony, yearly staff leisure trips, arranging 'get well soon' kits, accommodating them through personal difficulties and supporting their learning through professional development activities.
- analysing surveys related to the staff and student wellbeing
- making necessary changes within the school processes to meet the wellbeing agenda
- ensuring schoolwide compliance with the UAE National Wellbeing Strategy 2031 and the National Child Protection Policy in Educational Institutions in the United Arab Emirates.

4.1.2 School Wellbeing Champion

The School Wellbeing Champion is responsible for:

- attending all mandatory training and sessions for School Wellbeing Champions across Dubai.
- conducting the annual Dubai Student Wellbeing Census in school.
- conducting the annual Adults@School Wellbeing Census in school.
- conducting in-school wellbeing surveys.
- analysing the survey responses
- creating the school's annual Wellbeing Action Plan.
- amending this policy according to nationwide initiatives and legislations related to students' and staff wellbeing.

- counselling individual students or groups to create an emotionally, socially and physically rich environment where students feel secure at school.
- supervising and monitoring the Student Wellbeing Champions and planning and organising wellbeing events and awareness activities schoolwide.
- supporting students coping with anxiety, bullying, trauma, social isolation, loss and bereavement.
- creating a safe and supportive school environment to protect students against occurrences that can threaten the child's wellbeing in terms of physical, mental, intellectual, educational and moral health (National Child Protection Policy in Educational Institutions in United Arab Emirates, 2022).
- ensuring staff and students' involvement in volunteering and civic engagement activities.
- incorporating the National Wellbeing Framework in the points mentioned above.

4.1.3 Senior Leadership Team (SLT)

The SLT is responsible for:

- active participation in the School's wellbeing agenda.
- supporting the Principal and School Wellbeing Champion in cultivating a positive school environment and prioritising and promoting wellbeing.

4.1.4 Student Wellbeing Champions

The Student Wellbeing Champions are responsible for:

- planning and executing wellbeing-focused events for the SRAMPS community.
- contributing to communication campaigns focused on wellbeing and health promotion.
- listening and supporting their classmate's or schoolmate's concerns; referring them to School Wellbeing Champion.
- adhering to confidentiality per the UAE's National Child Protection Policy.
- maintaining a positive and friendly environment in and out of the classroom.
- being a role model for other students.
- learning and reflecting on their own wellbeing.
- completing other duties as assigned by the School Wellbeing Champion.
- possessing and developing these qualities and skills: listening, communication, being reliable, responsible, supportive, empowering, motivating, and non-judgemental.

4.1.5 Teachers and staff

The teachers and staff of SRAMPS are responsible for:

- complying with this policy, the National Wellbeing Agenda and the National Child Protection Policy
- participating in wellbeing activities.
- encouraging students to participate in the School's wellbeing initiatives.

- reporting any occurrences of threats to own or others' wellbeing to the School Wellbeing Champion (see Section 5).

4.1.6 Students

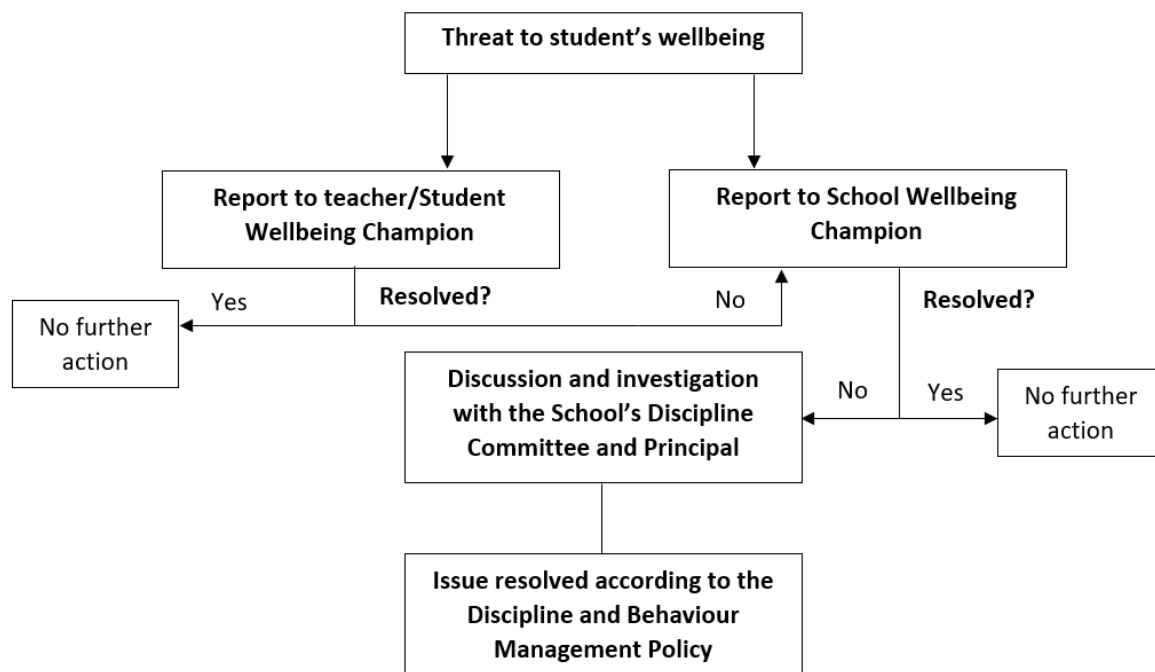
The students are responsible for:

- participating in the School's wellbeing activities for them.
- maintaining a positive and friendly relationship with other pupils.
- maintaining a positive class environment.
- reporting any occurrences of threats to own or others' wellbeing to the School Wellbeing Champion (see Section 5).

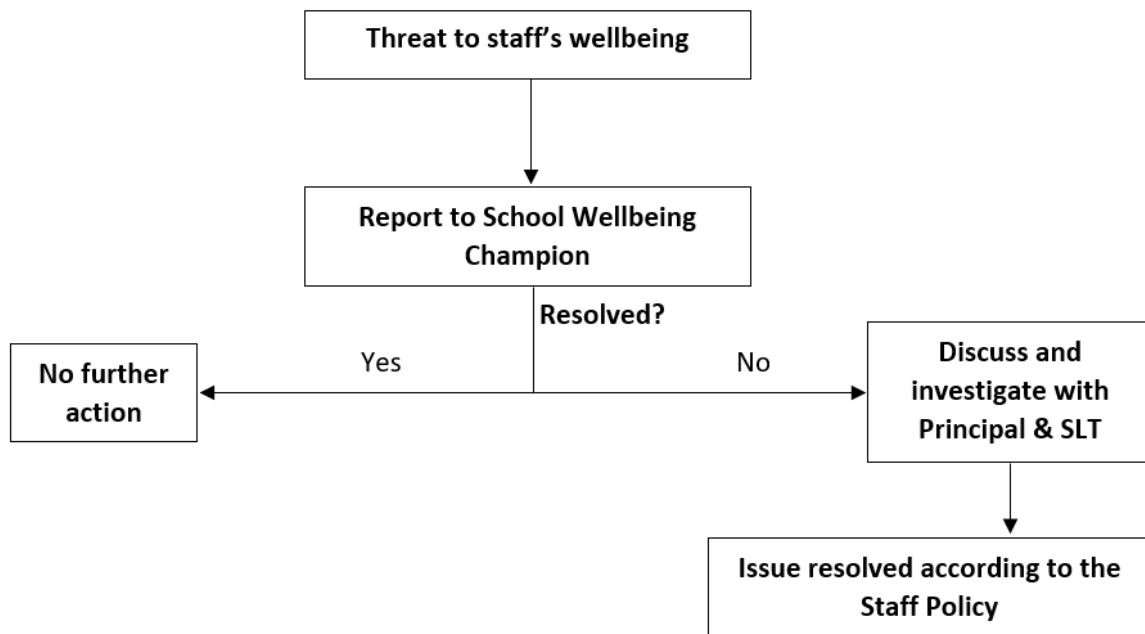
5. REPORTING PROCEDURE

5.1 Students

1. REPORTING PROCEDURE



5.2 Staff



6. RELATIONSHIP WITH OTHER POLICIES

This policy should be read in conjunction with the following policies and procedures:

- National Child Protection Policy
- Health and Safety Policy
- Communications Policy
- Discipline and Behaviour Management Policy
- Inclusion Policy
- Cybersecurity Policy
- Cybersecurity Guide

7. REFERENCES

Salman, N. (2019) *UAE Cabinet approves National Strategy for Wellbeing 2031*. Available at <http://wam.ae/en/details/1395302766847>

Centers for Disease Control and Prevention (2018) *Well-Being concepts*. Available at <https://www.cdc.gov/hrqol/wellbeing.htm#three>