

## SCHOOL WELLBEING POLICY

Written by	School Counselor	Reviewed by	HR	November, 2022
Approved by	Principal	Next Review		November, 2023

***-This policy must be read in conjunction with the School Policies on  
Child Protection and Anti bullying-***

### Introduction

At Emirates American School (EAS) we are committed to supporting the positive mental health and wellbeing of our whole community of children, parents and staff. EAS Vision and Mission statements reflect the school's commitment to the wellbeing of all stake holders. The school endeavors to create a learning environment that is committed to developing students who are resilient, adaptable and empowered to excel.

### EAS strives for healthy development with core values:

- Health Awareness throughout the academic year
- Strong relationships between Students, Parents and Teachers
- Cooperation with Health, Educational and Public Communities
- Students' achievements and progress

### EAS Wellbeing Objectives:

- Social inclusion of all Students
- Ensuring that every child feels valued
- Building an atmosphere of trust
- Ensuring that every child has a sense of belonging
- Psychological support
- Enhancing peers' relationships
- Eradicating bullying incidents
- Supporting Students of Determination
- Instilling a sense of Mindfulness in our students
- Promoting School-Parents Partnership
- Monitoring established channels of communication between Teachers, Students, Parents
- Conducting students', teachers' and parents' Wellbeing Surveys

### Roles and Responsibilities

At Emirates American School's positive mental health is everybody's responsibility. We understand how important positive mental health and wellbeing is to our lives. We recognize that in order to help our children succeed; our school has a role to play in supporting them to be resilient and mentally healthy. Children's mental health is a vital factor in their overall wellbeing and how it can affect their learning and achievements. Our School encourages children to be open and we support

all children to have their voice heard.

- All teaching and non-teaching staff have a responsibility and important role in promoting and supporting the mental health and wellbeing of children.
- We understand some children will need additional help and all staff have a responsibility to look out for early warning signs to ensure children get the early intervention and support they need.
- Many behaviors and emotional problems can be supported within the school environment, or with guidance from external professionals.

### Senior Leadership and Wellbeing Team Responsibilities

The Principal and other senior leaders will;

- Ensure the provision of a healthy working environment
- Promoting our School rules and values, and encouraging a sense of belonging and community
- Take responsibility for their work life balance and be aware of the role model they are setting for others
- Ensure that all children and staff are treated in a fair, sensitive and confidential manner.

### School Counselor and Social Workers Roles & Responsibilities:

- Open and maintain a file for every student referred
- Conduct observations and record observation reports.
- Maintain a case log detailing reason for referral and details of each counseling session with next steps noted.
- Providing crisis management services.
- Provide counseling for students to develop their social and emotional skills.
- Attend meetings of the School Disciplinary Committee
- Identify trends in the behavior that is an area of concern within the school.
- Advocating for student services and students' best interests.
- Run the anti-bullying campaign within the school.
- Devise programs, policies, etc., to curb negative behavior and promote positive behavior.
- Raise awareness of mental wellness among students and parents.
- Create student leadership opportunities through 'Student Council'

### Wellbeing Measures during COVID 19 Pandemic

- Proper and Effective communication with parents and students in case of any Covid-19 related incident.
- Regular and continuous communication of latest updates through email, circulars, school website, parent portal etc.) to keep parents aware of progress, challenges, and to support them in keeping their children safe.
- Updates from SPEA/MOE are circulated across school and to parents effectively

## Parental Involvement

Emirates American School engages parents in their children's school lives as it is essential to supporting children's success in the classroom and their overall health and well-being. Parent engagement in schools is defined as parents and school staff working together to support and improve the learning, development, and health of children and adolescents. Parent engagement in schools can promote positive education and health behaviors among schoolchildren. Emirates American School strives to promote healthy learning environment among the students and this has observed to be more successful when parents are involved.

### Strategies adopted to increase parent engagement in school

Emirates American School maintains a positive connection with parents

- EAS has a clear vision for parent engagement that includes engaging parents in school health activities.
- EAS staff members have good relations with parents and support parent engagement in school health activities.
- EAS has a well-planned program for parent engagement in the school.

### Communication with Parents

EAS recognizes the importance of clear and effective communication with all parents and is committed to being open and accessible for all. School will support parents to communicate regularly with school staff and alert them to any concerns they have about their child's learning or provisions. At EAS, our aim is to utilize all means of communication effectively.

Communication with parents takes place in a variety of forms:

- Verbal: Through online meetings or by telephone conversations.
- Written: Through MS Teams, email, circulars, Parent Portal Notice board, teachers' feedback on assignments and homework, Behavior management system, SMS or through the School website.
- Availability of academic dual online platforms such as ClassDojo and MS Teams. Another online platform called Zoom is used for admission interviews and external workshops.
- School Doctor sends regular short messages or information on healthy living to the parents via social media

### Parent Council Meetings

- The school values and respects all recommendations and suggestions by the members of the Parent Council that represent all grade levels.
- The school conducts 'Parent Council Meeting' once in a month to discuss ongoing school activities, school improvement strategies and to explain important ongoing updates.
- Grade Council meetings are also conducted where parents are selected from every grade based on the merits of their positive contributions along with a

teacher and supervisor

### Parent Surveys

It is essential that school gets parent feedback quickly and efficiently.

- EAS uses online parent survey (Microsoft forms/Cognia surveys) to focus on receiving parent's perspective on the wellbeing of their children.
- Through the parents' Wellbeing survey, Parents have the opportunity to recommend some suggestions about their needs and interests regarding the health of their children and ways they would like to be involved in the school's health activities, services, and programs.

### Staff Wellness

Emirates American School highly values the health and well-being of every staff member. The wellness plan for school staff outlines ways to encourage healthy eating, physical activity, social and emotional wellbeing, psychological support and other elements of a healthy life style.

- School provides orientation and induction to new staff so that they easily adapt to the school environment
- Recognition of teachers for their performance during each term.
- Staff surveys to analyze the areas to develop and provide trainings accordingly.
- Provision of scrutinized online courses on the Sharjah Educational Academy
- The wellness team plans and implement activities that support personal efforts and suggestions by staff to maintain a healthy lifestyle.

## WELLNESS CONTACTS

Emirates American School believes in the capability of every individual. No child can perform poorly if the right environment is provided both at home and in school and timely support is extended. Keeping this as the foundation of every program, the school has been providing extensive support to those students who need assistance in any feasible area. The school is committed to safeguard and protect every child, to provide and intervene as and when there is a need and to develop a safe and protected environment. If any student feels that you need to have a conversation with an adult who you can trust and share your concerns, please approach to any of the following members of the 'School Wellness Team'.

1. Any concern or recommendations you would like to share with other than your own teachers, then your first contact will be your respective Supervisors.
2. For any support related to technology you may use the **Technology Emergency Hotline: 0502892517**. You can also write to: [it@easuae.com](mailto:it@easuae.com) for technology support.

### Contact details of School Wellness Team

S. No	Sections	Contact Person	E-mail ID
1	Kindergarten	Supervisor	<a href="mailto:ghadahamed@easuae.com">ghadahamed@easuae.com</a>
2	Grade 1 - 3 and Grade 4 - 6 Girls	Supervisor	<a href="mailto:diana@easuae.com">diana@easuae.com</a>
3	Grade 4 - 8 Boys	Supervisor	<a href="mailto:hammoud@easuae.com">hammoud@easuae.com</a>
4	Grade 7 – 12 Girls	Supervisor	<a href="mailto:yasmin@easuae.com">yasmin@easuae.com</a>
5	Grade 9 – 12 Boys	Supervisor	<a href="mailto:ali@easuae.com">ali@easuae.com</a>
6	Primary and Grade 4 – 12 Girls	Social Worker	<a href="mailto:socialworkergirls@easuae.com">socialworkergirls@easuae.com</a>
7	Grade 4 – 12 Boys	Social worker	<a href="mailto:socialworkerboys@easuae.com">socialworkerboys@easuae.com</a>
8	Head of Wellness Team	School Counselor	<a href="mailto:yonatan@easuae.com">yonatan@easuae.com</a>