

Wellbeing and workforce support package – *St Paul's School (Dallington) and Our Lady of Fatima School*

The school workforce is an integral part of our schools. With so many changes occurring in greater Christchurch both in and outside the school environment, the Ministry has developed (in consultation with the sector) a diverse and comprehensive wellbeing and workforce support package for school employees.

*This fact sheet outlines the types of support available **to schools and/or individual staff members**, its purpose and how it can be accessed.*

All state and state integrated schools in the Christchurch, Waimakariri and Selwyn districts can access this support.

The principles (from research) on which the wellbeing package has been developed are:

- » We need a strong and resilient workforce to be able to support others.
- » The focus should be on the whole school where possible rather than individual student/s.
- » In most cases the board, staff and communities hold the solution to issues.
- » Resilience can be built and encouraged.
- » Adults and schools are hugely important in students' lives.
- » Focus is primarily on the medium to long term support, while dealing with immediate needs.

The wellbeing and workforce support package will be reviewed and adapted as needs require.

*EAP will be available
via phone 0800 327 669*

Support available to schools and/or individual staff members

The Ministry's Education Wellbeing Response (EWR) team will work with schools to tailor individual school wellbeing plans that help identify areas of need, for example anxiety, inability to cope, behaviour issues, and the support required for staff and student wellbeing.

What	Purpose/further information	Comments	How to access support or information
Education Wellbeing Response (EWR) Services Wellbeing plans	<ul style="list-style-type: none"> » To develop a whole school approach based on the needs and issues the school is experiencing and facing » To access and coordinate appropriate support from the Ministry, sector and community groups, NGOs, other agencies » To identify appropriate interventions and support that are available to meet the needs of staff and/or students » The ownership of, and responsibility for implementing, the plan sits with the school, with support from the EWR team members. 	Whole school	Schools and/or Boards of trustees can contact Fiona Bartley on 03 378 7536 or 027 296 1688
Facilitated workshops	<p>Workshop titles</p> <ul style="list-style-type: none"> » Curriculum Vitae and presentation » Interview skills » Coping in time of uncertainty and change » Building resilience to stress. 	Whole school or individuals	<p>Further information about dates, times, and course content are on the EAP (Employee Assistance Programme) website.</p> <p>Book workshops on the EAP website www.eapservicesbooking.co.nz</p>
Facilitated workshop – Moving on	A workshop to support school leaders and their staff, following periods of uncertainty and change, to work together, to support each other and plan for the successful ongoing operation of the school.	School based	Phone 0800 746 338 or contact your Senior Advisor
Career Transition sessions	A customised programme tailored to an individual's career transition requirements which may include career assessment, preparation of a CV, networking and job search strategies.	Individual	<p>Download the registration form from the EAP website www.eapservicesbooking.co.nz</p> <p>Require principal/BoT approval – prerequisite is attendance at CV and interview skills workshop</p>

What	Purpose/further information	Comments	How to access support
EAP coaching/financial advice	Personal and/or professional coaching/support or financial advice for individuals.	Individual	Phone 0800 327 669
Teacher support	Professional support for teachers who would benefit from senior teacher support.	Group or individual	Phone 0800 746 338 or contact your senior advisor
Principal support	Professional support for principals.	Group or individual	Contacts: <i>Canterbury Primary Principals Association:</i> Rob Callaghan on 027 495 9369 rob@stmartins.school.nz
Relief teaching funding	<ul style="list-style-type: none"> » Relief funding, for example, to enable staff to attend job interviews, meetings with agencies such as EQC, Residential Advisory Service, local council, insurance companies, or for specific circumstances, provide relief funding in special circumstances. » Relief funding to enable staff to attend EAP workshops. 		Send completed timesheet (Christchurch Teachers Support Package Application Form) to: Christchurch.Workforce@minedu.govt.nz <i>(Application Forms can also be requested from the email address above)</i>
Non teaching administrative support funding	Funding additional salary costs to enable staff to attend EAP workshops, job interviews, EQC meetings etc.	Funding is provided where additional salary costs have been incurred by the school	Send completed timesheet (Christchurch Teachers Support Package Application Form) to: Christchurch.Workforce@minedu.govt.nz <i>(Application Forms can also be requested from the email address above)</i>
Teacher professional development or further study	Christchurch Earthquake Training Support Fund – a fund for teachers to up skill in an area that responds to emerging needs of Christchurch students. (Annual application round)	Individual	Contact TeachNZ 0800 165 225 http://www.teachnz.govt.nz/home/christchurch-training-fund/
Teacher retraining opportunities	For teachers choosing retraining as a surplus staffing option in priority areas such as: <ul style="list-style-type: none"> » te reo Māori » Pasifika languages » special education. 	Individual	Contact TeachNZ 0800 165 225

The Ministry will work with the boards of schools on a case by case basis where support, staffing or funding is required, in addition to the components listed in the various support packages.

Contact your Ministry senior advisor or phone 0800 746 338.

The Ministry will help schools to identify and provide support for the wellbeing of staff and students.

Contact Fiona Bartley: Phone 03 378 7536, 027 296 1688 or email fiona.bartley@minedu.govt.nz or free phone 0800 746 338.

Boards or trustees who require assistance should contact NZSTA Trusteeship:

Phone 0800 782 435 or email Helpdesk@nzsta.org.nz

Industrial Relations Advisors:

Kirsty Macnab – phone 03 386 3401, 027 431 9103 or email kmacnab@nzsta.org.nz

Further information is available on the *Shaping Education* website www.shapingeducation.govt.nz

