Stress Policy

Introduction

Faringdon Town Council is committed to protecting the health, safety and welfare of our employees. We recognise that workplace stress is a health and safety issue and acknowledge the importance of identifying and reducing workplace stress.

Definition of Stress

The Health and Safety Executive defines stress as 'the adverse reaction people have to excessive pressure or other types of demand placed on them'. This makes an important distinction between pressure, which can be a positive state if managed correctly, and stress which can be detrimental to health.

Policy

The Town Council will:

- Identify all workplace stressors and conduct risk assessments to eliminate stress or control the risks from stress.
- Conduct and implement recommendations of risk assessments
- Ensure good communication between management and staff, particularly when there are organisational changes and procedural changes
- Ensure staff are fully trained to discharge their duties
- Monitor workloads and workings hours including overtime
- Monitor holidays to ensure that staff are taking their full entitlement
- Ensure bullying and harassment is not tolerated
- Be vigilant and offer support to a member of staff who is experiencing stress outside work. Eg. Bereavement or separation
- Consult employees on any changes to work practices or work design that could precipitate stress
- Involve employees in the risk assessment process

Employees should:

- Raise issues of concern with your line manager