

# Richmond Hill Primary Academy

## Bereavement Policy

July 2016

Person Responsible for Policy	K.Cousins
Approved:	
Signed:	
Date Approved:	
To be Reviewed:	July 2017

## Richmond Hill Primary Academy

### Bereavement Policy

#### Introduction

Death is a subject that is difficult to address. It is almost inevitable though, that at some point the school community will be affected by a death. This might be the death of a pupil, staff member, pupil's family member, or of someone connected with the school.

Through providing a curriculum that acknowledges and addresses loss, death, bereavement and grief, we can improve the skills of children and young people to deal with and emerge positively from them.

At Richmond Hill Primary Academy, we are committed to the emotional health and well-being of all staff and pupils. We aim to provide an ethos, environment and curriculum that supports and prepares pupils for coping with separation or loss of a loved one, either through death or divorce.

#### Aims

We aim to:

- To support all those affected by loss and death in a supportive and caring environment;
- To offer understanding of the impact of loss and grief on children and young people's physical and emotional health;
- To give pastoral support for pupils, parents and staff;
- To provide effective support for all members of the school community and access to relevant support materials.

#### Role and Responsibilities

Directors are responsible for ensuring that the policy is implemented and to provide support in terms of media enquiries.

The Principal, with the support of the Directors will have overall responsibility for support and liaison in event of a death or traumatic loss.

These responsibilities are:

- To monitor progress and deal with external agencies
- To co-ordinate media enquiries

- To be the first point of contact for the individual concerned and their family or nominate a member of staff to be the first point of contact
- To identify appropriate support within the school community for the individual(s) concerned
- To offer support as appropriate to pupils in the wider school community

### Procedures

When a bereavement or loss occurs, the following steps will be taken:

- Contact will be made with the family to identify the facts and offer support;
- Staff will be informed and decisions taken concerning the best way to inform pupils and for the internal mechanisms for support to be organised and employed;
- Pupils will be informed in the agreed manner, if possible parents will already be informed;
- The Local Authority and other agencies informed, as stated in the Safeguarding Policy;
- If appropriate a press statement will be prepared and a strategy for dealing with media agreed with the family. This will also be discussed with the Chair of Directors before a statement is made;
- Discussions will take place concerning attendance at the funeral, including school assembly, agreed with the family;
- A review process will be agreed with the appropriate staff.

### Training

Appropriate staff in the Academy have had bereavement training to deliver support of which all pupils affected will have access to.