

Wellbeing at Work Policy

Scope of this Policy

1. This Wellbeing at work Policy (“the Policy”) applies at Gainsborough Law (“Chambers”) to all those who work within Chambers whether barristers or support staff, permanent, full-time, part-time, fixed term, home workers, agency workers, contractors, consultants, pupils, interns or mini-pupils.

Introduction

2. The World Health Organisation definition of health is the maintenance of the physical, mental and social wellbeing of an individual across both work and life outside of work.
3. Chambers aims for everyone who works within Gainsborough Law to have good wellbeing and a good work-life balance. Although we often work as individuals, we recognise the psychological benefits that team support and involvement can bring.
4. We know that work has an impact on physical and mental health, and we are committed to ensuring the wellbeing of all those who contribute to our chambers.
5. Our working environment is designed to encourage a culture of openness, trust and participation. We value team working, sharing views and support of each other – regardless of roles or responsibilities.
6. Chambers supports the principles of wellbeing (where wellbeing can be defined as a positive state of being well, contented and healthy) through:
 - a. Undertaking regular reviews of Policy, practice, procedure and initiatives to ensure that they maximise the wellbeing of those who work within Gainsborough Law;
 - b. Encouraging a partnership approach of those who work within Gainsborough Law that fosters trust, openness and honesty and recognises their joint responsibility to find workable solutions to problems at work.

The Legal Framework

7. Chambers committed to protecting the physical and mental health, safety and wellbeing of its members, staff, pupils, interns and mini pupils in line with all relevant legislative requirements and best practice principles. We recognise that a state of wellbeing encompasses achieving, amongst other things, good work life balance, the management of mental health and providing a work environment that is free from discrimination, bullying and harassment.

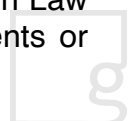


Work-life balance

8. Work-life balance is closely associated with the prevention of unhealthy work-related stress. By taking steps to improve the working environment Chambers hopes to enable those who work within Gainsborough Law to successfully cope with the demands and pressures of work.
9. We offer flexible work patterns and organise firm events and activities around mutual availability of all. There are many different ways to structure working patterns including:
 - a. Part-time working;
 - b. Term-time/non term-time arrangements;
 - c. Change to start/finish times;
 - d. Working from home;
 - e. Job sharing;
 - f. Flexible options
10. Chambers will, where reasonably practicable and operationally viable, support applications for Flexible Working Arrangements for those who work within Gainsborough Law as we recognise the benefits of encouraging others to adopt greater flexibility in their working patterns.
11. Chambers regularly holds which allows everyone to catch up, share information or discuss ideas. We enjoy celebrating each other's achievements and sharing family news.
12. Chambers activity encourages open discussion and joint problem-solving to resolve issues that prevent people from enjoying a satisfying work-life balance.
13. Chambers invests heavily in innovative systems of work and processes to enable flexible and home working.

Promoting Dignity at work

14. Chambers is committed to creating a work environment that encourages supportive working relationships between colleagues to enable open communication and the early identification of any workplace issues that may affect a person's wellbeing.
15. Chambers is committed to ensuring that everyone working in Gainsborough Law does so without fear of being harassed or distressed by colleagues, clients or



other contacts in the workplace. We will promptly and properly investigate any allegations of unacceptable behaviour and we support the contribution of everyone through involvement and participation

Minimising the Stressful Impacts of Work

16. All organisations experience times when the workloads are particularly busy, or particularly demanding. We recognise this and encourages this issue to be discussed if someone finds it becomes difficult to manage.
17. We endeavour to ensure that, in so far as is reasonably practicable, roles will be designed so that:
 - a. The responsibilities and objectives are clear;
 - b. The objectives are stretching and encourage high performance and development;
 - c. No-one is placed in a role for which they do not have the ability;
 - d. Barristers are encouraged and supported in their work;
 - e. Staff and interns are given full training and instructions on how to carry out their role.
18. We will always take steps to cover the absence of colleagues, without putting undue demands on others.
19. If anyone struggles to cope with their tasks or workload, they should discuss this with Head of Chambers or Chambers' senior clerk.

Sources of Support

20. Chambers is committed to the well-being of those who work within it. Any concerns raised by those who work within Gainsborough Law about health or workload will be fully supported by chambers and treated in confidence. Early identification of such issues enables appropriate support and adjustments to be put in place before the issue becomes a serious risk to the workers' health or ability to continue working effectively. We therefore encourage those who work within chambers to raise any concerns at the earliest opportunity.
21. Chambers encouraged informal conversations and an open culture were those who work within Gainsborough Law can discuss any issues concerning mental health and wellbeing in confidence. Where an informal resolution cannot be achieved, work-related issues affecting mental health and wellbeing can be raised through a formal grievance procedure.



APPENDIX 1:

Sources of Further Information

Wellbeing at the Bar

<https://www.wellbeingatthebar.org.uk/>

Support for barristers: <https://www.wellbeingatthebar.org.uk/support-for-barristers/>

Support for clerks and chambers' staff: <https://www.wellbeingatthebar.org.uk/support-for-clerks/>

Support for students and pupils: <https://www.wellbeingatthebar.org.uk/support-for-students-and-pupils/>

Assistance Programme: <https://www.wellbeingatthebar.org.uk/assistance-programme/>

Tel: 0800 169 2040

Law Care

<https://www.lawcare.org.uk/information-and-support>

Helpline 0800 279 6888

Monday - Friday 9am–5.30pm*

Online chat Wednesday 9am-5.30pm

Email support@lawcare.org.uk

Mind

www.mind.org.uk

Text: 86463

Call: 0300 123 3393

Email: info@mind.org.uk

SANE

www.sane.org.uk

0300 304 7000

Samaritans

116 123

www.samaritans.org

jo@samaritans.org

