

## IVYBRIDGE TOWN COUNCIL

### STRESS POLICY

1. Life and work have become much busier in recent times. There seems to be too much to do and too little time to do it in. As a consequence, more employees are experiencing stress at work.
2. Stress at work can come about for a variety of reasons. It may be excessive workload, unreasonable expectations, or overly-demanding work colleagues. As a reasonable organisation we try to ensure that you are in a pleasant working environment and that you are as free from stress as possible.
3. If you experience unreasonable stress which you think may be caused by work you should raise your concerns through the Council's grievance procedure, Section 6.5 of the Council's Employee Handbook.
4. Managers, when performing risk assessments on the activities of their department, will pay special attention to potential risks from stress and signs of stress at work.
5. The Council (if deemed appropriate) will offer confidential and individual counselling to employees who may need it.
6. Any employee with clear stress-related problems shall receive (if requested) appropriate counselling and help from the Company (employee) assistance scheme but it is understood that this is not an alternative to looking at the cause of the stress and, if work-related, seeking to alter the structure and working arrangements of the job.
7. Following action to reduce the risks, they shall be reassessed. If the risks remain unsustainable by the employee concerned, efforts shall be made to reassign that person to other work for which the risks are assessed as tolerable.