

# **Grand Avenue Primary and Nursery School**

## **Menopause Policy**

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### **See also**

Well – being policy

Data Protection policy

**Agreed by staff and governors - Spring term 2023**

**Review date – Spring term 2026**

### **Initial statement**

Grand Avenue Primary and Nursery School is committed to providing an inclusive working environment for everyone and this includes supporting staff affected by menopause. We recognise that many members of our staff team will experience menopause. We also know that the symptoms of menopause can have an adverse impact on a person's life.

We acknowledge that the majority of those going through menopause will experience some symptoms and these symptoms vary significantly and can fluctuate.

Within the document, any reference to the term menopause includes perimenopause.

It is acknowledged that information shared may be sensitive. Any information disclosed about health matters are treated in a confidential manner and processed in accordance with our data protection policy.

### **Aims of policy**

This policy applies to all employees, agency workers, students and volunteers. The policy does not form part of any contract of employment and is subject to change.

Our policy aims to:

- Raise awareness of menopause and its impact in the workplace
- Encourage open conversations between line managers and staff
- Direct staff to relevant advice and support

### **Responsibilities**

The Headteacher has overall responsibility for the effective operation of this policy.

The implementation of the policy is the responsibility of the Deputy Head and the Well-being co-ordinator.

Staff should refer any questions about the day-to-day application of this policy to a trusted colleague on our MLT.

### **Definitions**

#### **Menopause**

Menopause is a natural stage of life when a woman's oestrogen levels decline. All women will experience menopause at some point during their life. Menopause can also impact trans and non-binary people who may not identify as female.

Most of those experiencing menopause will do so between the ages of 45 and 55.

#### **Premature menopause**

Some people start experiencing symptoms earlier in life. This is known as premature menopause. Often there is no clear cause for the early onset of menopause but it can be the result of surgery, illness or treatment.

#### **Symptoms**

Symptoms are varied and may include; sleeplessness, hot flushes, memory loss, poor concentration, loss of confidence, headaches, muscle and joint pain, depression, anxiety, urinary tract infections, heavy periods and skin changes

#### **Perimenopause**

The time preceding menopause during which the body prepares itself for menopause.

### **Open conversations**

We encourage an environment in which colleagues can have open conversations about menopause. We expect all staff to be supportive of colleagues who may be affected by menopause.

Anyone affected by menopause is encouraged to talk with a trusted member of MLT or SLT. Conversations focus on symptoms and support needed to reduce difficulties menopause is causing at school.

MLT and SLT will treat these conversations with sensitivity, with any information shared kept confidential and in accordance with our Data Protection policy.

### **Risk Assessments**

Our school is committed to ensuring the health and safety of all our staff and will consider any aspects of the working environment that may worsen menopausal symptoms. This includes identifying and addressing specific risks to the health and safety of those experiencing menopause.

### **Support and Adjustments**

While many who experience menopause are able to carry on with their working lives as normal, we recognise that others may benefit from adjustments to their working conditions to mitigate the impact of menopausal symptoms on their work.

Any member of staff who believes that they would benefit from adjustments or other support needs to contact a member of MLT or SLT. If this is not possible, our HR advisor (Hannah Gamble) can be contacted.

[hannahgamble@grandavenue.kingston.sch.uk](mailto:hannahgamble@grandavenue.kingston.sch.uk) 0208 399 5344 extension 600

### **Possible adjustments**

Examples of adjustments to working conditions include;

Provision of electric fans

Flexible working

Changes to work allocation

More frequent rest breaks

### **Further support**

To allow the school a better understanding of how to provide support and alleviate symptoms affecting work, a referral to Occupational health may be made. Alternatively medical advice from the GP maybe sought.

## **Appendix A**

Links to additional support

[www.menopausematters.co.uk](http://www.menopausematters.co.uk)

[www.nhs.uk](http://www.nhs.uk)

[www.themenopausecharity.org](http://www.themenopausecharity.org)

[www.menopausesupport.co.uk](http://www.menopausesupport.co.uk)