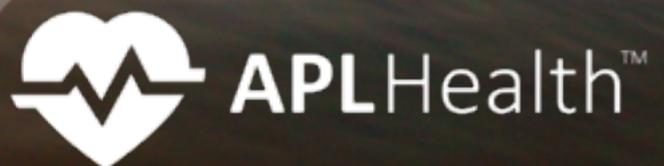


Your school,
working with
APL Health

aplhealth.com



01

About us

Prevent staff absences with our education specific healthcare and wellbeing services.

At APL Health we understand that schools, colleges and academies have their own unique challenges. That's why we specialise in offering occupational healthcare to the education sector.

We have over 10 years' experience managing teacher absences and helping schools to ensure they have a productive and reliable workforce within their budget. Every year we work with around 10,000 teachers and support staff to ensure they are fit and healthy to do their job.

Expert team.

Our team of experts includes qualified occupational health nurses, counsellors, account managers and qualified teachers, ensuring we have exactly the skills, experience

and manpower to understand your challenge and design the right employee assistance programme for you.

Proactive not reactive.

At APL Health our mission is to offer schools proactive occupational health support, helping to prevent absences before they occur by offering teachers a layer of wellbeing support. Additionally, we will help to shorten absences by rehabilitating staff and coaching them back into work.

All of this means that you will have a happier, healthier and more motivated workforce, reducing the volume of absences and staff turnover.



02

How it works

If we're fortunate enough to work with your school there are a few steps to get things setup, then a whole range of services that we will offer you. This is how we'll run things:

- 1. Consultation.** We'll meet or have a conference call to ask you a few questions to ensure we really understand the challenge and are able to build all of your requirements into a fully tailored employee assistance programme.
- 2. Quote.** Once we're confident we fully understand the challenge we will submit a you a quote including all the services we feel are relevant to you and the team who'd be working with you. It's important to us that we get the quote exactly right so we can only quote for what we feel you need. There's no point paying for something you won't use! We also offer a price guarantee. We guarantee to beat the price and service offering of your current provider. If you're happy to send over your renewal quote or agreement we can ensure our price is as competitive as it can be.
- 3. Kick off meeting.** If you accept the quote and choose to work with APL Health, we'll arrange a kick off at your earliest convenience to agree logistics and timelines, and collect any information we need to. We'll also give you a tour of our systems where you can make referrals and keep an eye on usage.
- 4. And we're off.** Now we have everything we need and will begin administering occupational health. Easy as that!



03

Our employee assistance programme for schools

There are all sorts of services which we can offer schools. We use a balance of them to ensure we're appropriately tackling your health challenges.

All our services fall under three categories, **health promotion**, **health assessments and surveillance** and **absence management**.

Our health promotion is pre-emptive and proactive work designed to prevent staff absences from occurring. Additionally they help to make employees feel valued, provide them with useful information, boost morale and ultimately improve productivity.

Although it seems unbelievable, it's amazing how introducing even a small wellbeing benefit to an organisation can have such a significant impact on things like staff productivity, absences and turnover.

Some of the things included in our health promotion are:

- **Healthy living seminars.** From not smoking to exercising, from eating healthily to getting enough sleep, our healthy living sessions will offer some easy to implement advice for healthy living. Whether delivered as part of a course or a one off session, our healthy living advice will help to promote a healthy culture within your organisation and ultimately increase productivity whilst reducing absences. It will get your workforce taking an interest in the issue of health.
- **Stress management workshops.** Stress is the single biggest cause of unplanned absence days, yet amongst many there is still quite a stigma attached to it. Our managing stress workshop will help you to identify early signs of stress and take the appropriate action before it interferes too heavily with your work or personal life. It offers advice on avoiding or dealing with stressful situations, managing workloads and maintaining a healthy work-life balance. This workshop will promote self-esteem and a positive mental attitude in the workplace, as well as reducing future levels of stress. By raising the profile of stress and offering some helpful tips you will notice a reduction in the levels of stress related absences.
- **Online training tools.** We know that some staff like to complete training and development in their own time so that they can manage their own workloads. To help with this we are developing a series of online training tools, giving teachers and support staff access to a range of health promotion materials.
- **'Live well' documents.** For many there can be no substitute to reading a booklet. At APL Health we have a series of 'live well' guides giving individuals information about many different health concerns in an honest and easily digestible format. Your staff will be given access to as many of these as they would like.
- **Subsidised extra-curricular activities.** Maintaining a healthy lifestyle outside of work isn't always easy. We are always establishing partnerships with local gyms and activity groups, giving our clients a wide range of extra-curricular options for subsidised rates.
- **Smoking, alcohol and drugs management.** The dangers associated with smoking, alcohol and drugs are well documented however many don't receive the support they require to quit or reduce their intake. Our smoking, alcohol and drugs management will assess and manage this.

Our health surveillance services monitor the health and wellbeing of your workforce, and intervene with the necessary health support if required.

These services are designed to identify any causes for concern before they become too problematic, helping to maintain general employee welfare and prevent absences before they occur.

Some of our health surveillance services include:

- **General employee health checks.** We perform full physical and mental health checks to every member of staff. This will identify any potential risk factors and gives the team at APL Health feedback on areas in which individuals can be supported. The health check will also give the individual a wealth of useful information on their own body condition and lifestyle improvements they may wish to make.
- **Musculoskeletal evaluation.** In addition to the general health checks we also offer a musculoskeletal evaluation. This will evaluate the condition of the individual's muscular and skeletal systems, and any strains as a result of their job role or repetitive activities.
- **Audiometry testing.** For those working in loud environments and at risk of developing hearing problems, testing can identify early damage and check if the current PPE is working and suggest ways to reduce the risk.
- **Spirometry testing.** If staff are surrounded by hazardous chemicals such as welding fumes, pesticides or any disease of animals communicable to humans, lung capacity and condition should be checked. Our specialist equipment and specially trained nurses can investigate any potential spirometry issues.
- **Vision testing.** Reliable eyesight is important, however as computers, tablets and mobile phones become more common so do the associated risks to our vision. Our testing ensures that this occupational hazard is seen to.
- **Pre-placement screening.** Before an employee begins working in their new role for your school or academy, it's important to ensure that any health risks are addressed and subsequent measures are put in place to support employees.
- **Fitness for work screening.** Regular checks to ensure employees are fit to carry out their role such as safe to work at heights (aerial cutting of trees) or healthy skin (metal work and exposure to lubricants or latex).

For many, the main purpose of engaging an occupational health provider is to manage staff absences. This means reducing the amount of absences by identifying risk factors before they develop, shortening absences by offering return to work support, and reducing the effect it has on the school by having provisions in place.

Some of our absence management services include:

- **Occupational health assessment.** One of the first steps in identifying a health issue and developing a support plan is an occupational health assessment. This will be an in-depth investigation into a known issue and follow up suggestions on how we can support the individual through their period of physical or mental ill health.
- **Counselling.** It's unfortunate that within the education sector stress, anxiety and depression are common. We offer specialist counselling for a range of issues also using a range of different media.
- **24-hour helpline.** Sometimes not knowing who you can talk to is one of the biggest problems. Our 24-hour helpline is completely confidential and can be accessed by all members of staff covered by our support. Moreover if the issue requires follow up support the individual will be referred on from the helpline to a relevant service.
- **HR support.** On occasion absences can result in HR issues. In extreme cases this can mean warnings, performance reviews, termination of contracts and employment tribunals. Alongside our HR and legal partner Browne Jacobson, your school will have access to HR support for such matters.
- **Return to work planning.** Returning to work after a long length of absence can be challenging. We offer return to work planning which helps absentees get back to work as soon as is reasonably possible, and put any measures in place to support them and prevent any occupational health issues from reoccurring.
- **Absentee support services.** Many believe that when an individual is absent (particularly with a stress related issue) they shouldn't be contacted. The reverse is true, it's important that the individual feels supported and valued. We'll keep in regular contact with an absentee and offer them support and treatment to help aid their recovery.

07

Needs assessment (example based on an agricultural college)

- Proactive wellbeing & recommended as best occupational health practice
- Checks based on identified risks in the working environment
- Checks that are based on identified risks in the working environment and are required by law

	Support staff	Animal & equine care	Forestry	Agriculture (incl. driving machinery, pesticide application)	Blacksmithing & metal work	Carpentry	Foundation studies
Pre-placement questionnaire	●	●	●	●	●	●	●
Health & wellbeing assessment	●	●	●	●	●	●	●
Working at heights			○				
Musculoskeletal assessment		○	○	○	○	○	○
Skin assessment		○		○	○	○	○
Spirometry		○		○	○	○	
Audiometry			○	○	○	○	○
HAVS questionnaire			○				
Night workers questionnaire	○						
Visual acuity & fields				○			
Colour vision							○
Workstation questionnaire	○						
Drug & alcohol screening							
Pneumonia vaccination					○		
Hepatitis A & B vaccination							
Hepatitis A & B serology							
Biological or biological effect monitoring		○		○			

08

Contact us

Thank you for taking the time to read this and for your interest in APL Health. We really hope to work with you.

If you have any questions or would like any further information please don't hesitate to contact us.

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