



Nether Kellet Primary School

Bereavement Policy

This policy details the response from school in the event of a bereavement. Situations are clearly unique and therefore require an individual approach but this policy seeks to detail actions and approaches to address the situation with bereaved children, parents and staff. See also the Liverpool document: "A Whole School Approach to Supporting Loss, Separation & Bereavement" for further guidance and specific case study examples to guide approach.

Death of a pupil's close relative

Short term

- Pupil absent- ring to offer support
- Establish need,
- Make time to listen to relatives-phone calls home.
- Give "breathing space to the family-listening ear before acting.
- Let pupil know what we now know about the death.
- Staff to share relevant info with class/peers.
- Offer Time out for pupil with identified member of staff for support
- Maintain routine but adapt if/when needed.
- Timetable in a "check-in"
- Consider possible impact on staff due to any relationship with deceased
- Inform friends, adults who are working around the family.
- Staff to be aware of any social media issues
- Recognise changes in behaviours and support.
- Consider attendance at funeral
- External agency supports
- Talk through what will happen at the funeral and what to expect; Burial/cremation.

Medium term

- Inform staff of future plans
- Return to school, how is pupil feeling?
- Normalise feelings, "it is Ok to be happy"
- Re-establish boundaries and routines.
- Questions may be too much/Avoidance of talking about the death.
- Provide supported reflection time.
- Pastoral interventions

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- Offer for child to build together a tool kit/memory box/story books/making cards. To facilitate grieving process.
- Look out for character behaviours.
- Look at signposting /referral for when/if needed.
- SEAL
- Books
- Check in with family

Long term

- Remember significant dates with child/parents
- Staff handovers at the end of year
- Share the work that you have done with child-with the parents /family.
- Continue support - seek external advice if necessary.
- Look for changes in behaviour.
- Cognitive development-may develop new questions.
- Revisit conversations.

Death of a child/young person

Short term

- A pupil with a terminal illness, establish a steering group of staff to prepare for advising pupils of death - meet regularly (includes form tutor)
- Once news received advise peer group first (2 members of staff)
- Offer support (immediate) quiet room
- Headmaster advised staff (No social media)
- Child Bereavement UK - good advice
- Cancer Care came into school on the next day - talked to group re death, funeral, feelings - Individual support offered to pupils and staff
- Be very aware other feelings/memories death will be brought to the forefront
- Appropriate contact with family re funeral attendance staff/pupils respecting the families wishes in relation to charitable donations etc.
- Respect and privacy
- Notification of Professionals
- Social support - friends/family/neighbours
- Bereavement support/memory box/ keepsakes

Medium term

- Continue to offer support to pupils and staff in or out of school
- Regular contact with family
- Consider appropriate memorial - include family and class mates when deciding

Long term

- Be aware of date/anniversary
- External support
- Maintain contact with family

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Death of a staff member

Short term

- Support for colleagues
- Support for leadership in terms of procedures
- Considering the circumstances of the death
- Who needs to know what?
- Communicating information – pupils/parents/staff
- Liaison with family
- Dealing with media attention
- External support for – pupil/staff/parents (Winston's Wish)
- Bereavement policy
- Consideration of who covers the class
- Considering funeral arrangements – close school?

Medium term

- External support for staff/pupils/parents
- Review of policies
- Support in recruitment of new staff
- Memorial service for school community (with liaison with family)
- Maintaining communication

Long term

- External support for – staff/pupils/parents
- Permanent memorial – tree/plaque
- Implementing reviewed policies
- Maintaining support and communication
- Staff training in bereavement – signs/symptoms “First Aid”.

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