

# **BROWNLEE PRIMARY SCHOOL**



## ***Bereavement Policy*** **2020**

This policy was adopted by the Board of Governors in November 2020

It will be reviewed by the Board of Governors in October 2022 or at such times as new guidance becomes available or relevant legislation is passed.

# Bereavement Policy

## Brownlee Primary School

### Document Purpose

This policy reflects the values and philosophy of Brownlee Primary School as shown in our aims. In particular: Our staff aims to provide a professional service *'To understand children's needs and be sensitive to these.'* When home circumstances are changed because of a death in the family or in a child's close community, our school aims to be a place that both the child and family can rely on, and gain some much needed support. If the death is of a child or member of staff, the whole school community will work together with outside agencies as appropriate, to support each other.

### Audience

This policy document, having been presented to, and agreed, by the whole staff and the school's Board of Governors, is placed in every class. All members of the teaching staff and all support staff are given time to read and discuss it. A copy of the document is kept in the Principal's office and may also appear on the school web site. When appropriate visiting staff and parents are given copies of this document and offered the opportunity to discuss its contents.

### Procedures

Brownlee Primary School works in partnership with parents. Before children join the school, we find out as much as possible about every child, to tailor the academic, social and emotional teaching in school to match their needs. (See *Induction Policy and Intake Policy for Service Children*). Parents are asked to keep us informed of any changes that might profoundly affected their child (divorce, bereavement, moving, new babies etc). If there has been bereavement, information on what the child was *told (in terms of religious beliefs etc.)* should be sought, to ensure the school does not say anything that could confuse or upset the child or family. When school is informed of bereavement or loss the following action should be considered:

1. The family should be contacted by the school and be made aware of everyone's sympathy and support.
2. The family should be asked how much and what the child already knows, how they have been involved.
3. It should be explained to the family how the school can be involved to support the child and family.
4. The importance of both parties reporting changes in behaviour. (*Eating and sleeping patterns may change or behaviour in school may deteriorate or the child may become withdrawn.*)
5. Involve outside agencies as appropriate e.g. *School Nurse, Cruse etc.*

It is important to stress the importance of communication between school and home. Without it ultimately both parties will fail the child.

When the school is informed of the death of a pupil or member of staff, the following action should be considered;

1. Discussion should take place with the family and their wishes taken into account before decisions are taken on how and what to tell the children in school.
2. Counselling should be available if necessary e.g. in cases of sudden or violent death (*outside agencies should be involved with this*).
3. The school may be closed, or as many people as possible released to attend funeral or memorial services if they wish to do so.
4. Staff and children should be supported throughout the grieving period; anyone displaying signs of stress should be offered appropriate support.

### **Resources**

It often helps to raise difficult concepts with the children through stories. Suitable books for younger children are listed below.

This policy will be reviewed regularly by the staff and the Board of Governors.

## APPENDIX 1

Before the child comes back to school – the Principal or class teacher should explain what has happened to their classmates.

An example of suitable wording is as follows:

‘------(child) has been away because  
----- We must all be kind to him / her, and if you are  
worried about them please come and tell me’.

When the child re-enters class – reassure them you know what has happened.

- Explain you know ‘what has happened’ and that ‘you are there’ if they need you / want to talk.
- Provide a special place for time alone in case they need it.
- Watch for changes in behaviour – never be cross.
- When they want to talk – find time to listen.
- Listen, show you care and encourage them.
- Be ready – there are always questions.
- Always be honest – don’t be afraid of saying ‘I don’t know’.
- Don’t say: ‘You’ll feel better soon’ or changing the subject will only make things worse.
- Show them that when someone they loved has died it is good to keep all the happy memories alive by talking about them.
- Explain *‘I care how you feel and we don’t understand why they had to die, we only know that they loved you and that you’ll never ever forget them.’*
- It will take time and compassion – often with steps backwards and hurdles to jump- but only then can the healing begin.

## **APPENDIX 2**

Suggested book list for younger pupils. *(These may be in school or can be ordered from the Library service if required)*

Water Bugs and Dragonflies – Doris Stickney

Questions Children Ask – Miriam Stoppard

A Child's Parent Dies – Edna Furman

Helping Children Cope with Grief – Rosemary Wells

Badger's Parting Gift – Susan Varley

I'll Always Love You - Hans Wilhelm

The Huge Bag of Worries - Virginia Ironside

Gentle Willow – Joyce C Mills

Remembering Granddad – Sheila and Kate Isherwood

Charlotte's Web – E. B. White

Supporting Children Through Grief – Cruse Bereavement Care

Has Someone Died? – Cruse Bereavement Care

### **APPENDIX 3**

Useful Contacts:

Cruse Bereavement Care – 028 90792419

Barnardo's Parents' Advice Line – 028 90645899

Parent Support Helpline – 0808 8002222

[www.cruse.org.uk](http://www.cruse.org.uk)   [www.barnardos.org.uk/childbereavementservice](http://www.barnardos.org.uk/childbereavementservice)