

Employee Wellbeing Charter

Our Commitment to Employee Wellbeing

At AES, we are committed to fostering a supportive and positive work environment that promotes the wellbeing of our dedicated employees. We believe that a healthy and happy team is essential for the success of our charitable mission. While we may be a small charity with limited resources, we care about our people and we're dedicated to implementing cost-effective initiatives that improve the overall wellbeing of our employees.

Principles of our Employee Wellbeing Charter

Work-Life Balance:

We understand the importance of balancing work and personal life. We encourage flexible work arrangements where feasible. We are compliant with statutory leave requirements and encourage all our employees to take their annual leave/holiday time. We respect personal and family commitments and offer flexible leave policies wherever possible, to accommodate individual circumstances.

Health and Fitness:

We promote a healthy lifestyle by encouraging nutritious snacks in the workplace and supporting physical activity. We also encourage regular short breaks during the working day.

Mental Health Support:

The mental health of our employees is a top priority. We provide all employees with access to confidential counselling services through our Employee Assistance Program (EAP) and encourage our employees to build relationships with their colleagues and provide support to each other. We are committed to creating a stigma-free environment for discussing mental health concerns, and are ensuring the organisation has Mental Health First Aiders in place.

Professional Development:

We support the learning, development and career growth of all our employees by providing opportunities for skill development, cross-training, and access to affordable online courses and resources. If a position becomes available, we will always consider opportunities to promote/develop existing employees. We encourage our employees to strive for continuous growth.

Workplace Environment:

We strive to create a comfortable and safe workplace. Within the limits of practicality, we encourage employees to personalize their workspace. We ask employees to inform us if they have any specific requirements or would like adaptations to their working environment to accommodate their individual needs.

Recognition and Appreciation:

We believe in recognizing hard work and dedication. We implement an employee recognition program and regularly celebrate the achievements and milestones of individual employees.

Communication and Feedback:

The voice of our employees matters. We maintain an open-door policy and actively seek feedback through employee surveys. We are committed to acting on feedback to improve our workplace. Our Well-Being group acts as a voice for all, sharing ideas and encourage ideas from others: They encourage everyone to share their ideas and suggestions for activities, challenges, and events that can promote wellbeing. Everyone's input will always be heard and discussed.

We review our performance against consistent measures ensuring we are aware of any new wellbeing concerns and can act on them quickly.

Community Engagement:

We are actively involved in our local community and continually look for opportunities to develop our network of local charities and partners. We encourage employees to volunteer and participate in charitable activities wherever possible.

Our Collective Responsibility:

We recognize that the success of this Employee Wellbeing Charter depends on the active involvement and cooperation of every employee. It is the responsibility of every employee to work with their colleagues to create an environment that is supportive, inclusive and considerate of individual needs. By supporting each other, employees can create a positive and nurturing work environment that enables all employees to thrive.

Review and Continuous Improvement:

We commit to regularly reviewing and improving this charter to better meet the evolving needs and aspirations of our staff.

Autism Early Support is dedicated to the wellbeing of our staff, and we believe that together, we can achieve our mission, aims while nurturing a healthy, happy, and engaged team.

Signed on behalf of Autism Early Support



Sarah Sweet-Rowley

CEO

January 2024