

Appendix to the student welfare plan 2025

This document describes the tasks of the following school actors in **Espoo basic education student welfare**: 1) principal, 2) teacher, 3) student welfare psychologist, 4) student welfare's social worker, 5) student welfare's public health nurse, 6) school doctor.

1. Tasks of the principal in student welfare

The principal leads their school's communal student welfare group. The principal is also responsible for the lawful implementation of student welfare at their school. At the same time, they ensure compliance with the objectives and regulations of the education provider. Therefore, the principal has overall responsibility for safety and wellbeing at their school. Creation of an operating culture that maintains wellbeing requires genuine engagement and commitment. The principal ensures that the personnel, pupils and guardians are engaged in the group and that the student welfare partners work with the group when necessary. They also set the goals for the student welfare group (such as sufficient frequency of meetings) and makes sure that different actors have clear tasks in the area of communal work.

2. Tasks of the teacher in student welfare

The teacher provides instruction, education and guidance in accordance with the curriculum. The teacher has responsibility for the students, classes and group assigned to them as a whole. The teacher is responsible for the safety and wellbeing of their group and the peace to work and a good atmosphere. The teacher also promotes wellbeing in the learning community. The teacher keeps up with and supports each pupil's individual learning and wellbeing.

Teacher:

- Responsible for ensuring the pupils' right to a safe learning environment
- Creates a safe and calm teaching atmosphere, and uses pedagogy to teach emotional skills and communication skills during teaching
- Knows their own pupils and observes the changes in their learning, wellbeing and group interactions
- Works with the school's student welfare group regarding their own group
- Contacts the guardians if there is a concern about an underage child
- When necessary, submits child protection or police reports in accordance with the Child Welfare Act
- May consult with student welfare professionals on a pupil's individual need for student welfare or establish a multidisciplinary group of experts
- Under the Student Welfare Act (section 16), the teacher is required to refer a pupil to student welfare services when necessary

3. Tasks of the student welfare psychologist

The student welfare psychologist is an expert in mental wellbeing and learning psychology. In accordance with the Student Welfare Act (1287/2013), psychologist services refer to educational and school guidance by the student welfare psychologist, that:

- 1) promotes the wellbeing of the school and study community and cooperation with the students' families and other loved ones;
- 2) supports the students' learning and wellbeing as well as their social and mental capabilities.

The psychologist's tasks are related to both communal and individual student welfare work, as well as support for learning and schoolwork under the Basic Education Act. The psychologist's

tasks are extensive, ranging from promoting welfare in the learning community, consultation, client work and cooperation with guardians and various stakeholders.

The psychologist's work aims to promote the pupils' mental and social wellbeing as both individuals and members of society, and to support the achievement of learning objectives.

Communal student welfare

Communal student welfare is work that can apply to both classes and the entire learning community. In the school community, the psychologist can be a part of

- the school's student welfare group as a specialist in their field
- developing the school's communal operating culture
- promotion and monitoring of safety and wellbeing
- the school's crisis team
- the development and assessment of different operating models in student welfare (such as community safety plans)
- planning and implementation of planning parent-teacher conferences, transition to school, and theme days

To support wellbeing in the class community, the psychologist can

- consult the school personnel
- observe the classroom activities
- work with groups of pupils

Work with individuals

The psychologist assesses and plans the pupil's individual work, primarily with the pupil and/or their guardian. The psychologist's work with individuals is confidential and voluntary for the pupil. Their work with an individual customer may include

- Examination and assessment of the child or young person's learning, school attendance or development
- Meetings with the pupil
- Consulting with teachers
- Planning of support measures and teaching arrangements with the pupil, guardian and the teaching personnel. When necessary and upon request, the psychologist helps assess and plan a specific pupil's need for support measures from the perspective of learning, mental development, self-regulation difficulties and mental health. Upon request and if necessary, the student welfare psychologist can make statements on restricting a subject, temporary exemptions from completing the syllabus for the subject for health reasons, and the provision of basic education for a pupil with a disability, illness or restricted functional capacity related to the ability to study by activity area or subject, and related to compulsory education. In addition, the psychologist may consult on the need for interpretation and assistant services for health reasons for an individual pupil. The student welfare psychologist helps with planning the support needed for transitions when necessary.
- When necessary, referral to further studies or treatment
- Support and guidance for individual pupils with difficulties in emotional development, social interactions or learning.

The psychologist joins the multidisciplinary group of experts with the consent of the pupil and/or guardian.

Further information about services: [Student welfare services | Western Uusimaa Wellbeing Services County](#)

4. Tasks of the student welfare social worker

The student welfare social worker is an expert in social services, social interaction, and wellbeing. In accordance with the Student Welfare Act (1287/2013), social worker services in student welfare refer to educational and school guidance by the student welfare social worker, that:

- 1) promotes the wellbeing of the school and study community and cooperation with the students' families and other loved ones;
- 2) supports the students' learning and wellbeing as well as their social and mental capabilities.

The social worker focuses on social relationships, reinforcing functional capacity, and promoting the pupil's holistic wellbeing. Their tasks are related to both communal and individual student welfare work. These tasks include customer work, student welfare work in accordance with the curriculum, and multidisciplinary cooperation within the school and external parties. The goal of the social worker is to also promote cooperation between guardians and the school.

Communal student welfare

Communal student welfare is work that can apply to both classes and the entire learning community. The social worker's forms of work at the school may include:

- the school's student welfare group as a specialist in their field
- developing the school's communal operating culture
- promotion and monitoring of safety and wellbeing
- the school's crisis team
- the development and assessment of different operating models in student welfare (such as safety plans for the school community)
- planning and implementation of planning parent-teacher conferences, transition to school, and theme days

They plan the support for wellbeing in the class community with the teacher, which may include

- Consulting with the school personnel
- Observing the classrooms
- Working with the classes and pupil groups and/or activity planning

Work with individuals

The social worker assesses and plans the pupil's individual work, primarily with the pupil and/or their guardian. The social worker's work with individual pupils is confidential and voluntary. Their work with customers may include

- Survey and assessment of a pupil's overall situation
- Support meetings with the pupil
- Support and advice for parenthood
- Consulting with teachers
- Cooperation with the pupil, guardians and school personnel on teaching arrangements for the pupil: The social worker participates, when necessary and upon request, in the assessment and planning of an individual pupil's support measures from the perspective of the conditions, interpersonal relationships, social interaction and wellbeing, behaviour, emotions and life management. The student welfare social worker helps with planning the support needed for transitions when necessary.
- Cooperation with external partners outside the school that work with the pupil
- Referral to support measures outside the school

When necessary, the social worker joins the multidisciplinary group of experts with the consent of the pupil and/or guardian.

Further information about services: [Student welfare services | Western Uusimaa Wellbeing Services County](#)

5. Tasks of the public health nurse in student welfare

The public health nurse is an expert in promoting health at schools and educational institutions. Their task is to promote and support health and wellbeing along with learning and studies.

The nurse is responsible for health care expertise in school and student health services and works with a physician and other professionals. Their tasks have to do with the school or educational institution's community and environment, individual pupils or students, families, and multidisciplinary cooperation.

Pupils, students and guardians can contact their school or educational institution's public health nurse by telephone, with a non-urgent message through Lunna, secure email, or by coming to the open clinic without an appointment. Appointments can also be made electronically.

The tasks of a public health nurse in School and Student Health Services include:

- monitoring and promoting growth, development and wellbeing, including mental health support
- organising and carrying out periodic health examinations and, as necessary, finding out the need for support of those who do not attend these examinations
- health advice
- assessment of the need for support
- carrying out additional and follow-up appointments
- psychosocial support for pupils, students and families
- guidance in self-care
- referral to a physician or other specialist when necessary
- cooperation with other student welfare actors in accordance with the individual's needs (e.g. consultation, working with a partner, multidisciplinary expert groups)
- consultation and support for learning, school attendance and studying
- cooperation with services external to the school or educational institution (consultations, network and care meetings)
- help with planning for in-school care and support for pupils and students with a long-term illness
- cooperation with guardians and families
- open walk-in clinics
- sexual and reproductive health services
- vaccinations
- first aid and related care work with other actors at school

Further information about services: [Student welfare services | Western Uusimaa Wellbeing Services County](#)

6. Tasks of the school doctor

Doctors are a medical expert regarding school and student health and the school community as a whole. They work as a partner of the public health nurse. Seeing the doctor requires an appointment. Appointments are booked through the public health nurse.

The school doctor's work includes:

- preventive screenings through health examinations, review of issues that arise and referral to treatment when necessary
- review of attendance, learning and capability difficulties and planning of further measures with other actors. The public health nurse provides referrals to the school doctor when they or some other student welfare actor has assessed the need for a medical assessment.

Diagnosis, treatment, and follow-up of illnesses is the responsibility of the health centres. Pupils who suddenly fall ill are referred to the health centre clinic.

Work with individuals

- Promotion and support for pupil health and wellbeing, prevention of illnesses.
- Monitoring pupil growth and development, identifying and reviewing abnormal health conditions and referral to further treatment when necessary.
- Early identification and intervention in obstacles to learning and factors that hinder attendance.
- Providing psychosocial support for to the whole family.
- Extensive health examinations for pupils in grades 1, 5, and 8.
- When necessary, health examinations for pupils in the preparatory class.
- Statutory health examination for urgently placed children.
- Additional and follow-up examinations on all grades according to individual need.
- Cooperation with other actors according to individual need.
- Identifying the need for special support, participation in planning and organising such support with other actors.
- Participation in the process for examining concentration difficulties with the teaching staff and other student welfare actors.
- ADHD diagnostics for pupils in comprehensive school.
- Follow-up examinations for pupils who are on ADHD medication until the end of comprehensive school in accordance with the division of labour agreed with outpatient care.
- Participation, as invited, in the meetings of the groups of multidisciplinary experts and learning support, when medical expertise is thought to help process a matter and in planning the further measures.
- Participation in the school's absence process with the teaching staff and student welfare.
- Preparing the necessary reports regarding studies and school work, as requested.
- If necessary, requesting a statement from the pupil's resident physician on the need for a temporary exemption from completing a part of the syllabus for health-related reasons, on arranging basic education for a pupil with a disability, illness or limited functional capacity, and on an individual pupil's need for an assistant.

Community-focused work

- Participation in the communal student welfare group's meetings.
- Participation in the promotion of health and safety of the pupils and the school community, in accordance with the agreed division of labour.

Work related to cooperation and development

- Participation in the promotion of cooperation and service development.

The work of School and Student Health Services is governed in particular by Decree 338/2011, the Health Care Act 1326/2010, and the Act on the Status and Rights of Patients 785/1992. Student Welfare Act 1287/2013.