

MENTAL HEALTH AND WELLBEING POLICY

Introduction

On average one on four people will experience a mental health difficulty in the course of any given year; such problems can cause real and lasting damage to an individual. The majority of those who experience mental health difficulties recover or learn to manage their symptoms, especially if they are supported early on. It is the responsibility of Charles Burrell Centre ('CBC') to provide the and support the following:

- Promotion of good mental health and wellbeing
- Providing guidance on support and advisory services
- Promoting and coherent Mental Health and Wellbeing programmes.
- Ensuring mental health awareness training is available to all staff and volunteers.
- Encouraging a non stigmatising work environment for all staff and volunteers.
- Ensuring sensitivity in disclosure and maintaining confidentiality unless it is clearly unsafe to do so.
- Provide coordination of mental health champions.
- Monitoring the effectiveness of this policy through regular review.

The Policy supports and is aligned to compliment other policies.

Policy Statement

- The promotion of Mental Health and wellbeing through the management of policies , support services, information networks and regular health promotion campaigns and by liaising appropriately with external agencies.
- To prevent, so far as reasonably practicable, those circumstances detrimental to Mental Health and Wellbeing.
- The provision of an environment in which those who are experiencing mental health difficulties can rely on suitable support and adjustments to allow them to achieve their fullest potential.

The Aim and Purpose of the Policy

The aim of this policy is to highlight the duty of care responsibilities with regards to the Mental Health and Wellbeing of all staff and volunteers. It also extends to tenants, members, clients and visitors to Charles Burrell Centre.

The Purpose of this policy is the provision of the following:

- Support the effectiveness of all staff and volunteers.
- Support those staff and volunteers that may be experiencing mental health challenges.
- Promote a working environment which is conducive to positive mental health and wellbeing.

- The provision of guidance, coherence and muscle to Mental Health and Wellbeing initiatives and educational programme.

Definitions

The following definitions relate to stress, mental health and mental illness:

- **Stress.** The Health and Safety Executive define stress as the 'adverse reaction people have to excessive pressure or other types of demand placed on them'. This makes an important distinction between pressure, which can be a positive state if managed correctly, and stress which can be detrimental to health.
- **Mental Health.** Mental Health refers to our state of mental wellbeing, whether healthy or in ill health. Mental ill health, or mental health problems refers to a range of conditions from the worries we all experience as part of everyday life to serious long term conditions. Mental health problems affect the way we think, feel and behave. These problems can be diagnosed and treated by a medical professional and should not be perceived as personal weaknesses. Mental health problems are extremely common; it is estimated that a quarter of the population of the UK will experience some kind of mental health problem in any one year.
- **Wellbeing.** Wellbeing describes how you are feeling and how well you can cope with day to day life.

Interaction with Other Policies

This policy interacts with and refines several already established policies. Duty of Care is determined by legislation such as the Health and Safety at Work Act 1974, Human Rights Act 1998, Data Protection Act 2018 and the Equality Act 2010. CBC exercises Duty of Care through this Policy and through associated guidance procedures and the following related policies:

- Health and Safety Policy
- Inclusion, Equality and Diversity Policy
- Respect Policy
- Grievances Procedures.
- Sickness and Absence Policy
- Stress Management Policy.
- Alcohol, drugs and substance misuse Policy.

Whilst Mental Health and Wellbeing issues may be relevant to the application of the above policies, the relationship between this policy and the following other policies, procedures and notes for guidance is especially important such as:

- Data Protection Policy
- Disability Policy

- Disciplinary Procedures
- Capability Procedures (ill health).

Responsibilities

Following the successful delivery of the training provided by CBC it is the responsibility of all stakeholders within CBC to provide further support in order to ensure the good Mental Health and Wellbeing of all staff and volunteers. The following should be considered:

- The identification of workplace stressors and the undertaking of Risk Assessments where necessary.
- The provision of Mental Health Training for all with consideration given to peer to peer support.
- The provision of adequate resources to enable the implementation of a robust stress management strategy.
- Promote campaigns to reduce the stigma associated with mental ill health.
- Encourage those staff and volunteers that may be experiencing a mental health problem to seek help. Offer additional support to those who may be experiencing stress outside the workplace.
- The Inclusion of Mental Health and Wellbeing in the CBC strategy and annual plan.
- The inclusion of Mental Health and Wellbeing in induction process.
- Provide a programme of Mental Health training for all.
- Identify and support Mental Health Champions and First Aiders.

In order to assist in the application of this policy staff and volunteers have a Duty of Care responsibility to one another which includes:

- Informing CEO of any Mental Health related issues so that they can be dealt with an supported as appropriate.
- Contribute towards a non stigmatising culture.
- Treat each staff member and volunteer with a Mental Health difficulty with dignity and respect.
- Take advantage of training and information resources.
- Uphold confidentiality (if safety is not compromised).
- Support peers within appropriate limits and boundaries.

Summary

Mental ill health and stress are associated with many of the leading causes of disease and disability in our Society. By promoting and protecting the mental wellbeing in CBC it will positively contribute to the physical health, social wellbeing and productivity of all staff and volunteers.