



TyneCoastCollege

Supporting Students and Staff Mental Health and Well-Being Policy

This policy is available on-line at: www.tynecoast.ac.uk

- We will consider any request for this policy to be made available in an alternative format or language. Please note that the College may charge for this. Please contact: Student Services
- We review our policies regularly to update them and to ensure that they are accessible and fair to all. We welcome suggestions for improving the accessibility or fairness of this policy.
- All our policies are subject to equality impact assessments*. We are always keen to hear from anyone who wishes to contribute to these impact assessments. Please contact: Student Services

*Equality Impact Assessments are carried out to see whether the policy has, or is likely to have, a negative impact on grounds of: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

| Approved by: | Version: | Issue Date: | Review Date: | Contact Person: |
|---------------------|-----------------|---------------------|---------------------|--|
| CMT | V1 | January 2022 | January 2025 | Head of Student Services and Safeguarding |

Equal Opportunities: Impact Assessed

Review: January 2025

POLICY NUMBER: 15

Supporting Student and Staff Mental Health and Well-Being Policy

1 Policy Statement

Tyne Coast College aims to provide a supportive environment in which students and staff can work effectively to achieve personal, professional and organisational goals.

We are committed to supporting the mental health and wellbeing of our students and staff. We encourage students to be open and feel comfortable about talking about their mental health and well-being, we know that everyone experiences different life challenges, and that each of us may need help to cope at stages in our lives. We understand that anyone and everyone may need additional emotional support.

The promotion of positive mental health and well-being is the responsibility of all staff and students.

2 Scope

The Policy covers all members of the College Community.

3 Legislation

- Human Rights Act 1998 applies to this Policy.
- The Equality Act 2010

4 Policy Aims

The College will;

- Ensure our students and staff feel comfortable sharing any concerns and worries.
- Support students and staff to form and maintain relationships.
- Encourage students and staff to be confident and help to promote their self-esteem.
- Help students and staff to develop resilience and ways of coping with setbacks.

The College will promote a healthy environment by:

- Actively promoting positive mental health and emotional wellbeing to all students and staff.
- Promote opportunities for students and staff to seek support and guidance when it is needed
- Providing opportunities to develop a sense of worth and to reflect.
- Promoting our students' voices and giving them the opportunity to participate in decision making.
- Celebrating each student for who they are and making every student feel valued and respected.
- Adopting a whole College approach to mental health and providing support to any student that needs it.
- Raising awareness amongst staff and students about mental health issues and their signs and symptoms.
- Enabling staff to respond to early warning signs of mental-ill health in students.
- Celebrate both academic and non-academic achievements.
- Supporting staff who are struggling with their mental health.
- Provide regular training opportunities for all staff

5 College Support and Services for Students and Staff

The College approach seeks to minimise the triggers for poor mental health, promote wellbeing and equip our students and staff to build resilience, develop skills to manage their own well-being and prepare them for working life.

The College will continue to be ambitious in its approach to supporting students and staff with their Mental Health and Well-Being, new initiatives and ways of providing support will be a key objective of the working group.

5.1 Dedicated Pastoral Support Team

All students will have access to an Intervention Mentor who they can discuss and share concerns with. Students can self-refer to the mentor service or be referred by a tutor. The Intervention Mentor will provide guidance and support on a wide range of areas, signpost the student to appropriate services or work 1-1 for a time limited period.

The tutorial curriculum¹ is developed to give students the skills, knowledge, and understanding they need to keep themselves mentally healthy. This includes resilience techniques and training. Students will benefit from sessions delivered by experienced tutorial coaches and guest speakers who will address topics linked to mental health and well-being. The support APP Togetherall will be promoted through tutorials as a helpful resource for students to engage with.

¹ Full tutorial Scheme of Work can be found in the Student Services, Pastoral, SEND intranet area

The Pastoral team will lead on regional and national awareness raising campaigns to promote Mental Health, drawing on the skills and expertise of the whole College community.

5.2 Mental Health First Aiders

The College is committed to ensuring the staff working with students are trained appropriately to identify signs and symptoms of common mental health issues. All students will be given details of the trained staff within the Pastoral and ALS Teams and how they can contact them in times of need.

5.3 Counselling Team

All students and staff will have access to counselling, delivered by highly experienced practitioners alongside trainee student counsellors. Where it is determined face to face counselling is appropriate² students and staff will be referred or can self-refer. Following an initial assessment, students and staff will have an allocation of six sessions. Students and staff who require more than six sessions will be considered on a case-by-case basis. All students will be encouraged to engage with the Togetherall App.

5.4 Sports Development Team

All students will be encouraged to engage with the Sports Development team who can offer a range of physical activities and projects to support positive mental health through Sport.

5.5 Gym facilities

The College has on-site gym facilities at South Tyneside College. The Lifestyle Centre is a complete gym and fitness suite. It offers a broad range of equipment including treadmills, rowing machines, exercise bikes, steppers, weight machines and free weights. Experienced gym staff are on hand to assist. For more information and membership rates, telephone 0191 427 3782

5.6 24/7 Online therapy and Support Services

All students and staff will have instance access to Togetherall a online service funded by the College. The Service allows students to engage anonymously online with a wider network of people, outside of College, who understand what it's like to struggle with mental health. Students and staff are able to share thoughts and feelings, ask questions and engage in a range of support at any time of the day or night. The service is led by trained clinicians monitoring the environment guiding people in the right direction with remedial support.

All staff have access to a 24/7 confidential counselling helpline provided by our insurers to support staff with stress and their wellbeing. For further details contact the HR team – humanresources@stc.ac.uk

² List of anticipated reasons for counselling can be found in Appendix 1

5.7 Occupational Health Services

The College provides access to an occupational health services for staff including annual health checks, flu vaccinations, health screening and absence management referrals to an occupational health professional.

For further details, please contact the HR team – humanresources@stc.ac.uk

5.8 Signposting within the Local Community

Given the breadth of external services available within the Local Community and through the NHS the College will always ensure students are signposted externally wherever possible. The College will pro-actively work with these services to advertise their services and engage the student community with them.

5.9 Better Health at Work

The College has maintaining excellence status with the Better Health at Work Awards. The Award recognises the efforts of employers in addressing health issues in the workplace.

The College is committed to promoting and supporting healthy lifestyles of our staff and a programme of events is scheduled throughout the year.

5.10 1-1s with Line Managers

The wellbeing of staff can be affected by a range of influences both work-related and external factors. Health and wellbeing should be discussed in regular 1-1s between staff and their line manager. Any specific health and wellbeing issues should be discussed and addressed and managers should provide support and signposting if necessary.

5.11 Access to HR

The HR team is available to discuss confidentially and health or wellbeing issues that staff may be having. The team can provide advice and support on a wide range of issues. For further details please contact – humanresources@stc.ac.uk

6 Responsibilities

All staff have a responsibility to give full and active support for the Policy by ensuring:

- 6.1 The Policy is known, understood and implemented.
- 6.2 Their behaviour at all times takes into account the sensibilities of others.
- 6.3 Everyone is treated with respect and dignity.

Within this general responsibility there are some specific responsibilities:

The Responsibilities of Head of Student Services and Safeguarding

- Implementation and review of the policy
- Lead the College strategy, action plan and working group for student Mental Health and Well-Being
- Work with Learning and Development to offer regular training opportunities for all staff
- Work with the Student Union to promote positive Mental Health and Well-Being through engaging initiatives

The Responsibilities of Additional Learning Support Team (including Pastoral Support)

- Promote the college Mental Health and Well-Being Support services through interactions with students
- Keep abreast of current initiatives both local and nationally to inform the working group
- Manage the use of the College Well-Being room (STC Only)
- Ensure appropriate communication with curriculum staff regarding individual students cases via Pro-Monitor

The Responsibility of Curriculum Staff

- Promote the college Mental Health and Well-Being Support services through interactions with students
- Refer students to Colleges Services as required
- Ensure relevant information is recorded on Pro-monitor

The Responsibility of Human Resources

- Implementation and review of the policy
- Lead the College strategy, action plan and working group for staff Mental Health and Wellbeing
- Work with Learning and Development to offer regular training opportunities for staff

- Promote the College Mental Health and Wellbeing Support services available to staff

The Responsibilities of Students

- To engage in Services offered where there is a benefit to their mental health and well-being
- To provide feedback through Student Voice forums on the College approach

Monitoring and Evaluation

The College's Senior Management Team will monitor the operation of the policy by review of the annual report for Student Support Services.

Related Policies

Equality and Diversity Policy
Admissions Policy
Student Voice

Appendix 1

Counselling

Counselling can help with many difficult life problems - from coping with traumatic experiences and events, to dealing with depression and anxiety or managing harmful emotions and behaviours.

Types of counselling offered at TCC include person centred counselling, cognitive behaviour therapy and integrative approaches.

The following are the anticipated issues to be encountered in student counselling:

Therapeutic

- Relationship problems
Separation anxiety
- Domestic and home problems
- Bereavement
- Problems centring on sexual and personal identity;
- Difficulties that may be exacerbated by transition to further education; but which may have earlier roots
- Clinical anxiety including phobias and obsessions
- Clinical depressions including those who have made suicide attempts or have such ideas
- Eating disorders including bulimia and anorexia
- Sexual abuse including child abuse and incest

Development

- Difficulties relating to the psychological stages of development
- Disorientation problems e.g. transition from school to College or of return to a learning environment
- Culture to culture
- Regional and local culture difference
- Problems associated with study and learning
- Problems of living away from home

Welfare

There is often a need for counsellors to offer support over practical issues. Many students present problems concerning the following:

- Finance
- Housing
- Legal rights and benefits

Experience suggests where specific welfare issues are concerned, referral to specialist agencies is most appropriate.