

Policy Document ●●●

# Mental Health & Wellbeing

# Introduction

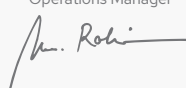
Reed Business School recognise that as a training provider has a responsibility to create an environment that promotes student and Co-Member wellbeing and that proactively supports student and Co-Member mental health and emotional wellbeing.

Reed Business School Policy and practice provides an environment that promotes equality of opportunity and that is free from discrimination against students, staff and others experiencing mental health difficulties.

## Document Control

Version: #01  
Date of review: 04.10.2024  
Next review: 03.10.2025  
Author(s): Desiree Rooker

Approved: Magdalena Robinson  
Title: Operations Manager  
Signed:



## Aim

---

- Ensuring that Reed Business School wellbeing and mental health work is led by our Designated Safeguarding Lead supported by our Mental Health First Aider and Safeguarding Team.
- Creating an open and inclusive environment at Reed Business School which includes respect for those struggling with mental health.
- Ensuring a consistent and positive approach to staff wellbeing.
- Promoting equal opportunity for students and challenge mental health stigma through curriculum teaching.
- Providing mental health support for Co-Members.
- Collecting student views on mental health and wellbeing through surveys and feedback forms and acting on the findings.
- Promoting the benefit that physical activity and support has on mental wellbeing.

## Definitions

---

**'Mental health'** encompasses emotional, psychological and social well-being that can influence cognition, perception and behaviour and refers to a full spectrum of experience ranging from good mental health to mental illness.

**'Wellbeing'** is a broad concept and is described as relating to the following areas in particular:

- personal dignity (including treatment of the individual with respect)
- physical and mental health and emotional wellbeing
- protection from abuse and neglect
- control by the individual over their day-to-day life (including over care and support provided and the way they are provided)
- participation in work, education, training, or recreation
- social and economic wellbeing
- domestic, family, and personal domains
- suitability of the individual's living accommodation
- the individual's contribution to society

Wellbeing is also defined by the ability of an individual to fully exercise their cognitive, emotional, physical, and social powers. Student wellbeing adopts the general definition of wellbeing above, but we recognise that in addition, students' engagement with academic learning is a key component part of their experience and makes a significant contribution to their wellbeing.

Mental illness is taken to mean a condition and experience, involving thoughts, feelings, symptoms, and/or behaviours, which causes distress and reduces functioning, impacting negatively on an individual's day to day experience, and which may receive or be eligible to receive a clinical diagnosis.

Mental health problems or poor mental health refers to a broader range of an individual's levels of emotional and/ or psychological distress beyond normal experience and beyond their current ability to effectively manage.

## **Measures to support and promote wellbeing, efficacy, academic integration, and social connectedness.**

---

- Reed Business School has a curriculum with a holistic and inclusive view of learners, to enable all students to develop skills, confidence, academic self-efficacy and improve performance.
- Reed Business School ensures that the curriculum is designed to facilitate students to acquire skills, knowledge and understanding at an appropriate pace.
- Reed Business School clarify their role in supporting student mental health and guide co-members, tutors and learning coaches to maintain supportive, appropriate boundaries.
- Reed Business School will support students to be able to report concerns about their mental health.
- Reed Business School recognises its duty of care to protect the wellbeing of its students, as well as its responsibilities under Health and Safety legislation. Further, it has an important duty to ensure that all of its policies and practices are inclusive in relation to students with mental health difficulties and has a serious commitment to carrying out its responsibilities under the [Equality Act 2010](#).

## **External partnerships**

---

- Reed Business School will take proactive steps to build relationships with local NHS, Social Care, and external mental health agencies.
- Reed Business School are able and willing to work collaboratively with NHS/ Social Care to support individual students.

## Information sharing

---

- The Designated Safeguarding Lead and Safeguarding Team at Reed Business School will work with students to mobilise all their available resources to support their mental health– especially in instances of crisis.
- Reed Business School acknowledges and demonstrates understanding that working with the employer, tutor and learning coach can provide effective support for students with poor mental health.
- Student confidentiality is crucial to decision making in relation to sharing information and is, unless the individual is clinically assessed to lack mental capacity, clearly justifiable and is in the best interests of the student.
- Reed Business School reserves the right to appropriately contact recorded 'next of kin' should the necessity arise.
- Reed Business School will ensure that information is passed to the most appropriate people, who can reduce risk.

## Co-Member wellbeing

---

- Reed Business School has a culture and environment that supports good Co-Member wellbeing and good workplace conditions.
- Reed Business School ensures staff feel able to discuss their mental health and wellbeing and have access to effective, accessible support and proactive interventions to help them improve their own mental health and wellbeing.
- Reed Business School ensures staff feel psychologically safe to enable them to innovate, identify improvements and raise concerns about culture and practice that may impact on mental health.
- Reed Business School equips line managers with the knowledge, skills, and confidence to support good wellbeing within their teams and respond appropriately when staff experience poor mental health.
- Reed Business School enables staff to adopt and maintain healthy lifestyle and workplace behaviours.
- Reed Business School ensures all Co-Members have access to our Employee Assistance Programme where they have access to counselling, relationship advice, medical information financial wellbeing, stress and anxiety advice, gambling issues, and legal information. [Your EAP | Health Assured](#)
- Co-Members have access to Health and Wellbeing e-learning courses and resources on [LMS365](#). [LMS365 - Home \(sharepoint.com\)](#) and BrightSafe

## Co-Member development

---

- Reed Business School supports Co-Members to develop, individually and collectively, the confidence and ability to promote positive mental health and respond appropriately to poor mental health.
- Reed Business School supports Co-Members to recognise and respond appropriately to poor mental health and signs of risk, signpost effectively and maintain the safe boundaries of their role.
- Reed Business School appointed a trained Mental Health First Aider.
- Co-Members have completed e-learning on Mental Health at Work.
- Reed Business School provides development for managers that enables them to promote good wellbeing within teams, understand the challenges staff may face, provide appropriate support for their teams, and have knowledge of resources that can help.

## Accommodation

---

- Reed Business School accommodation provides safe environments that are positive for mental health and wellbeing.
- Reed Business Schools accommodation supports every student to meet their physical and psychological needs and manage their wellbeing.
- Reed Business Schools accommodation is inclusive and supports all students to find their friendship group and build a sense of belonging.
- Arrangements are in place to recognise poor mental health and to refer students to appropriate support.
- Housekeeping members are trained and supported in responding to student mental illness.

## Social integration and belonging

---

- Reed Business School ensures a diverse, safe community.
- Reed Business School offers facilities and opportunities to support the social integration of all students.
- Reed Business School will take action to identify the causes and effects of social isolation.
- Reed Business School provides support for those experiencing loneliness.
- Reed Business School works to prevent and address marginalisation, discrimination or harassment of individual students and groups.

## Physical environment

---

- Reed Business School embeds wellbeing and accessibility within the design of new buildings and developments.
- Reed Business School has a dedicated Wellness Room with wellbeing books and resources including therapy toys for anxiety, and Neurodiversity.
- Reed Business School actively encourages Co-Members and students to engage with nature and use the outdoor space, sports equipment, and gardens at the Manor.
- Reed Business School ensures staff and students have access to appropriate social space and break out rooms.
- Reed Business School understand the benefits of and link between physical activity and mental health. Therefore, our students have access to tennis, croquet, mini golf, badminton, boules, fitness classes and local walks.
- Students have further access to the local gym at Moreton in Marsh Fire Service College and Chipping Norton Leisure Centre for weight training, classes and swimming.

## Risk

---

Reed Business School manages a Safeguarding log and risk register where we monitor students with known mental health concerns or ones arising during their residency with us. As standard monthly Safeguarding meetings are held with the Designated Safeguarding Lead and Safeguarding team to discuss any concerns.

Stress in the Workplace Risk Assessment for Co-Members have been completed on BrightHR.

Reed Business School operates a residential programme which carries particular and specific risk awareness needs in relation to our learners underlying mental health and wellbeing. One complex area is the risk of self-harm and suicide. Many students who experience mental illness or go on to take their own life, do not contact support services.

In addition to risk from suicide, attention is paid to individuals who experience a mental health crisis. For instance, an individual experiencing psychosis may be engaging in behaviours that place them or others at risk, without them fully perceiving, understanding, or acknowledging the potential consequences of their actions.

All instances are reviewed, and appropriate actions taken and recorded to ensure learner and Co-Member safety.

Terms & Conditions

[www.reedbusinessschool.co.uk/terms-and-conditions](http://www.reedbusinessschool.co.uk/terms-and-conditions)

Reed Business School  
The Manor, Little Compton  
Moreton-in-Marsh  
Gloucestershire GL56 ORZ

01608 674224

[rbs.reed@reedbusinessschool.co.uk](mailto:rbs.reed@reedbusinessschool.co.uk)

[www.reedbusinessschool.co.uk](http://www.reedbusinessschool.co.uk)



Reed Business School is a trading subsidiary of Reed Educational Trust Limited which is a registered charity.  
Registered number: 328347