



## Lady Margaret School

### Mental Health and Well-being Policy

Reviewed on: 7<sup>th</sup> March 2023

Next Review: Spring 2026

Lady Margaret School wishes to promote positive mental health amongst staff and students. As a school we want every student to flourish and to be able to fulfil their potential. Supporting all members of the school community with their mental health is a vital part of our pastoral support.

At our school, we aim to promote positive mental health for every member of our staff and student body. We pursue this aim using whole school approaches and specialised, targeted approaches aimed at vulnerable students.

In addition to promoting positive mental health, we aim to recognise and respond to mental ill health. By developing and implementing practical, relevant and effective mental health strategies we can promote a safe and stable environment for students affected both directly and indirectly by mental ill health.

This policy links to the following school policies:

- Behaviour for Learning Policy
- Supporting Students with Medical Conditions and Students with Health Needs who cannot attend School Policy
- Safeguarding and Child Protection Policy
- Policy to Provide for the Inclusion of Students with Special Educational Needs, Learning Difficulties and Disabilities (SEND Policy)

## **POLICY AIMS**

1. To ensure that students and staff with mental health needs receive proper care and support in school which are reasonably within the limits of our capacity.
2. To provide guidance to staff, teaching and non-teaching, on the parameters within which they should operate when supporting students with mental health needs.
3. To define the areas of responsibility of all parties involved: students, parents/carers, staff, Headteacher, Governing Body.

## **LEAD MEMBERS OF STAFF**

Whilst all staff have a responsibility to promote the mental health of students, staff with a specific, relevant remit include:

1. Assistant Headteacher and DSL
2. Headteacher and Deputy DSL
3. Heads of Year
4. Director of Sixth Form
5. Head of PE and Well-being
6. Attendance, Welfare and Pastoral Support Officer
7. School Nurse
8. School Chaplain

Any member of staff who is concerned about the mental health or wellbeing of a student should speak to the safeguarding lead, or Head of Year in the first instance. If there is a fear that the student is in danger of immediate harm then the normal child protection procedures should be followed. If the student presents a medical emergency then the normal procedures for medical emergencies should be followed, including alerting the first aid staff and contacting the emergency services if necessary.

## **TEACHING ABOUT MENTAL HEALTH**

The skills, knowledge and understanding needed by our students to keep themselves and others physically and mentally healthy and safe are included as part of our PSHE curriculum and as part of the programme of visitors invited in to speak to groups of students through the year.

The specific content of lessons will be determined by the specific needs of the cohort we're teaching but there will always be an emphasis on enabling students to develop the skills, knowledge, understanding, language and confidence to seek help, as needed, for themselves or others.

## **SIGNPOSTING**

We will ensure that staff, students and parents/carers are aware of sources of support within school and in their local community.

We will display relevant sources of support on noticeboards in communal areas and will regularly highlight sources of support to students within relevant parts of the curriculum. Whenever we highlight sources of support, we will increase the chance of student help-seeking by ensuring students understand:

- What help is available
- Who it is aimed at
- How to access it
- Why to access it
- What is likely to happen next

## **PROCEDURES**

Depending on the nature of the concern, the procedures detailed in the following policies will be followed where appropriate:

- Behaviour for Learning Policy
- Supporting Students with Medical Conditions and Students with Health Needs who cannot attend School Policy
- Safeguarding and Child Protection Policy
- Policy to Provide for the Inclusion of Students with Special Educational Needs, Learning Difficulties and Disabilities (SEND Policy)

## **EMERGENCIES**

Emergencies will be dealt with under the school's normal procedures.

## **MENTAL HEALTH AND WELL-BEING OF STAFF**

It is the responsibility of the school to support all members of staff to flourish and succeed in their different roles in school. Any member of staff concerned about their mental health or the mental health of a colleague should speak to their Line Manager or directly to the Headteacher.

How the school responds will depend on the nature of the concern raised, and could include:

- Discussion with the member of staff about their mental health
- Signposting accessible within school – peer support, support from the School Chaplain, support from a mentor
- Signposting accessible outside school
- Referral to Occupational Health
- Meeting with our School Nurse
- Recommendation to seek help from GP outside school
- Time allowed to attend appointments pertaining to mental health

## **COMPLAINTS PROCEDURE**

Any parent/carer wishing to make a complaint about the Mental Health and Wellbeing provision made for their daughter at Lady Margaret School should put their complaint in writing to the Headteacher who will consult the relevant teachers. An initial reply will be sent within a week and further action taken as appropriate. If a parent/carer has further concerns s/he must follow the same procedure as set out in the School's Complaints Resolution Policy.