Supporting Mental Health Policy

Awaiting review by HET
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Supporting a Mental Health School: A Policy for Mental Health and Wellbeing

Policy Statement

Hamwic Education Trust is committed to transforming the life chances of the young people and families with whom we work.

Mental health is a state of well-being in which every individual realises his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community. (World Health Organisation).

Our aim is to promote positive mental health for every member of our staff and students. We pursue this aim using both universal, 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 policies and procedures we can promote a safe and stable environment for children affected both directly and indirectly by mental ill health.

We aspire to being outstanding, so our students can be too – as exemplified in our Trust motto: All about the Child and to consistently consider "What about Sam?"

As a Trust we are committed to a trauma informed approach that develops resilience and supports young people in our care to develop their understanding and response to adversity.

Our therapeutic approach extends beyond our students, ensuring a safe and supportive workplace culture to ensure we care and support all who work with, and for us. This includes a commitment to promoting and supporting positive mental health and wellbeing at all times.

Scope

This document describes the school's approach to promoting positive mental health and wellbeing. This policy is intended as guidance for all staff including non-teaching staff, Governance, and volunteers. This policy should be read in conjunction with our medical policy in cases where a child's mental health overlaps with or is linked to a medical issue and the SEND policy where a student has an identified special educational need.

Statement of Intent:

Within this policy, we seek to:

- Promote positive mental health and emotional wellbeing in all our students and staff.
- Recognise that there is a direct correlation between the wellbeing of our staff and the wellbeing of our students, and that the culture and ethos of a school are determined by the extent to which staff work towards a shared vision.
- Increase understanding of common mental health related issues based on latest research and evidence.
- Enable staff to identify and respond to early warning signs of mental ill health in students knowing they have the skills to meet the identified need.

- Enable staff to understand how and when to access support when working with young people with mental health issues.
- Provide the right support to students with mental health issues and know where to signpost them and their parents/carers for specific support.

- Raise awareness of strategies to support positive mental health including use of evidence-based interventions.
- Recognise that our staff may have mental health related issues and support them in looking after their emotional wellbeing, instilling a culture of staff and student welfare where everyone is aware of ways in which to support each other and access help if needed.
- Recognise that it is essential that all staff feel part of a valued team and provide opportunities for them to express their views within a culture that supports a healthy work-life balance.
- Minimise the harmful effects of stress and ensure that there is cohesion in working towards health and wellbeing for all staff.
- Outline some of the ways in which we commit to maintaining staff and student wellbeing throughout the Trust
- We recognise working with our children can be both challenging and emotionally difficult. During their work, staff may be involved in, or exposed to, situations that are stressful and distressing. We aspire to create a physically and emotionally safe environment for our school community.

Appendix 1 – DFE Guidance that underpins this policy

Lead Members of Staff

Whilst all staff have a responsibility to promote the mental health of students, staff with a specific, relevant remit will be listed on the school website. Any member of staff who is concerned about the mental health or wellbeing of a student should speak to the Headteacher, SENCO or Director of Teaching and Learning 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 with an immediate referral to the designated child protection officer and/or a member of the leadership team. If the child 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. Where a referral to CAMHS is appropriate, this will be led and managed by the identified member of staff or SENDCo .

Student Focus –What about Sam?

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 developmental PSHE curriculum. The specific content of lessons will be determined by the specific needs of the individual students we're teaching but there will always be an emphasis on enabling children to develop the skills, knowledge, understanding, language and confidence to seek help, as needed, for themselves or others. We will ensure that we teach mental health and emotional wellbeing issues in a safe and sensitive manner which helps rather than harms. We will ensure that staff, students and parents are aware of sources of support within school and in the local community.

At **SHS** we deliver a bespoke Personal Development and PSHE programme for every student, that supports the effective delivery of a cohesive curriculum for mental health and wellbeing . Health Realtionships, Coping with Anxiety, Healthy Eating and Online Safety form our core offer, but other topics are taught depending on need. We also work very closely with our NHS colleagues including the psychology and psychiatry teams to ensiure all concerns and shared and that an effective multidisciplinary package is delivered for every student. This includes external professionals in local CAMHS, Education Support and MHST teams as appropriate. We also share all concerns and observations with pupils' home schools.

Signposting

We will ensure that staff, students, and parents/carers are aware of the support and services available to them, and how these services can be accessed. This will be achieved within and outside school through various communication channels such as the schools website, newsletters, and posters. We will seek to share relevant information about national and local and support services, developments, and events.

Sources Of Support At School And In The Local Community

School Based

- A mental health champion will be identified on each school. At Southampton Hospital School that person is Nell Giles (Headteacher).
- All staff receive training and refreshers on recognising and providing support for symptoms associated with mental health
- There is a clear process for communication and escalation of support needs associated with mental health and wellbeing.
- Staff members trained in Trauma Informed and Mental Health approaches through Trauma Informed (TIS) UK.
- We ensure timely and effective identification of students who would benefit from targeted support and ensure appropriate help is given.
- Students have access to pastoral care and support as well as specialist services as required so that social, emotional, and mental health difficulties can be identified and addressed using an early intervention model.
- We are aware of the beneficial impacts of nature and the outdoors on emotional wellbeing as we use this as a resource to positively impact mental health throughout the organisation.
- Identifying and assessing young people who are showing early signs of issues with their mental health and emotional wellbeing.
- We ensure to identify and support Young Carers as outlined under the statutory duties of the Children and Families Act (2014).
- Our young people will be provided with clear, transparent, and timely information about the opportunities available for them to discuss and personal issues or emotional wellbeing needs.

Local Support

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We will seek to create and sustain links with other organisations in order to promote the importance of a joint community approach to mental health provision, including prevention, intervention, participation, and training.

Warning signs to be aware of:

Our staff are aware of the warning signs which may indicate that a person is experiencing mental health or emotional wellbeing issues. These warning signs should always be taken seriously and staff observing any of these warning signs should always alert their line manager and the Designated Mental Health Lead.

Some possible **warning signs** (what we might see), which all staff should be aware of include:

- Physical signs of harm that are repeated and/or appear non-accidental or unusual attempts to cover up e.g., Long sleeves in hot weather
- Changes in eating/sleeping habits
- Increased isolation from friends or family or becoming socially withdrawn

- Changes in activity and mood
- Talking about self-harm or suicide
- Misuse of illicit substances or alcohol
- Expressing feelings of helplessness, hopelessness, or loss of hope
- Secretive behaviour
- Lateness or absence from school
- Repeated physical pain or nausea

Some possible **risk factors** (what we might know), which all staff should be aware of include :

- Recent loss of a relationship/friendship
- Feeling of failure or being a burden
- Family history of mental health issues and/or suicide
- Physical health difficulties
- Gender identity issues
- Lack of social support
- Poverty
- History of trauma

We recognise that each person's emotional wellbeing and mental health needs will present differently and so this list is not exhaustive. If we are concerned about a member of our community, we will seek support as appropriate

Managing disclosures

We recognise that relationships are the most important element to supporting our young people to manage the impacts of experiencing trauma and live safe and fulfilled lives. If a student chooses to disclose mental health concerns about themselves, or a friend, to any member of staff, the response will be empathic, calm, supportive and nonjudgemental.

All disclosures will be recorded as per our policies and procedures and the information will be shared with the mental health and safeguarding teams as appropriate. All staff are aware of our Safeguarding Policy and will reference this for further information.

Confidentiality

All disclosures should be recorded in writing using Bromcom in line with the schools safeguarding and confidentiality policy.

All of our students are aware that we have a duty to safeguard all young people within our care. They are regularly informed that we will always have to share information if we are concerned that they, or someone else are at risk of harm.

If a member of staff feels that it is necessary to pass on concerns about a student to either someone within or outside the organisation, this will first be discussed with the student.

We will tell them:

- Who we are going to tell
- What we are going to tell them

- When we need to tell them
- When we are going to tell them
- When we will give them an update on what will happen next

Consent should be gathered from the student, however, there may be instances where information must be shared even if consent is refused. If parents need to be informed of a concern, the student should be given the opportunity to speak with the parents first and this should be discussed as part of a wider team discussion.

We are alert to signs that people in our community may be experiencing mental health difficulties and recognise contributing factors that increase risk to self. We are aware of what actions to take and how to seek support with and for those experiencing poor mental health.

We recognise the importance of noticing, recording, and monitoring student emotional wellbeing and mental health and taking appropriate action to ensure that student support needs are assessed, addressed, and reviewed. To this end, we endeavour to measure progress through a variety of outcome measures using evidence-based interventions.

We work closely with outside agencies to ensure that information is appropriately, and proportionately shared and onward referrals are made where necessary.

Students who present with an increased risk of self-harm will be referred to our Children and Adolescent Mental Health Services (CAMHS) duty teams or the student's nominated practitioner from CAMHS if applicable.

The **Child Protection and Safeguarding Policy** underpins and guides SHS procedures and protocols to ensure its pupils and staff are safe and this should be referenced alongside this policy.

Working with Parents

It can be shocking and upsetting for parents to learn of their child's mental health disclosures and many may respond with anger, fear or upset during the first conversation. We will be accepting of this (within reason) and give the parent time to reflect. We will always highlight further sources of information and give them leaflets to take away where possible as they will often find it hard to take much in whilst coming to terms with the news that you're sharing. Sharing sources of further support aimed specifically at parents can also be helpful too e.g. parent help lines and forums. We will always provide clear means of contacting us with further questions and consider booking in a follow up meeting or phone call right away as parents often have many questions as they process the information.

Parents are often very welcoming of support and information from the school about supporting their children's emotional and mental health. In order to support parents, we will:

- Highlight sources of information and support about common mental health issues on our school website
- Ensure that all parents are aware of who to talk to, and how to get about this, if they have concerns about their own child or a friend of their child
- Make our mental health policy easily accessible to parents
- Share ideas about how parents can support positive mental health in their children through our regular updates.
- Keep parents informed about the mental health topics their children are learning about in school.

Supporting Peers

When a child is suffering from mental health issues, it can be a difficult time for their friends. Friends often want to support but do not know how. We will support them to understand:

- Where and how to access support for themselves
- Safe sources of further information about their friend's condition
- Healthy ways of coping with the difficult emotions they may be feeling.

Staff Focus

We recognise that to support our staff well, they deserve the same level of care and attention that they afford to our students. The paragraphs on student warning signs and confidentiality also applies to staff.
Hamwic Education Trust is committed to ensuring staff mental health and wellbeing is embedded across every aspect of the Trust's work. The Trust offers support through Spectrum Life EAP. Contact details can be found on the Trust intranet 'Health and Wellbeing' section.

Training and Supervision

As a minimum, all staff will receive regular training about recognising and responding to mental health issues as part of their regular child protection training in order to enable them to keep children safe. We will host relevant information on our website for stakeholders who wish to learn more about mental health. All staff will receive regular training about recognising and responding to mental health needs. This will form part of the induction process as well as ongoing CPD from the mental health specialist within the school setting (and outside agencies as identified by training needs). The nominated member of staff, Chris Tait, will access the designated Senior mental health lead training (completed July 2025).

We will host relevant information on our staff portal for staff who wish to learn more about mental health. Training opportunities will be considered as part of our appraisal process and additional CPD will be supported where it becomes appropriate due to developing situations with one or more students.

Suggestions for individual, group, or whole school CPD should be discussed with line managers in the first instance.

We recognise the vital role that supervision holds in promoting emotional wellbeing as well as reflective practice. As such, our staff are able to access the following:

Clinical supervision is also available on request, and time will be allocated to staff for attending these sessions within the working day. This includes attending group supervision or psych-social meetings following a child's death or serious illness/injury.

Roles and responsibilities of all stakeholders.

This policy recognises that each of us has a part to play in promoting positive emotional wellbeing and mental health in our own lives, through peer support and through the school as a whole.

The Senior Leadership Team (SLT), governors and school staff will work towards an ethos where everyone is valued, where respect, empathy and honesty are the cornerstones of all school relationships and where health and wellbeing are held central to school practice. We expect all staff and students to show respect and empathy for each other, and to treat confidential information sensitively and according to school policy.

We agree the following roles and responsibilities for stakeholders:

All Staff	• Will treat one another with empathy, respect, and kindness

	• Value all members of staff in the school and acknowledge the important role that everyone takes • Will take care of their own health and safety at work and communicate with key staff where they need support • Are committed to the ethos of staff wellbeing and keep in mind the workload and wellbeing of colleagues • Contribute to the ethos and social aspects of school life where possible to build morale and effective team spirit • Will review their own skills and confidence, with the support of their line manager, in recognising those who require mental health support and request further training opportunities as needed. • Will recognise that we all have a role to play in reducing stigma associated with mental health and that we are practicing in an empathic, accepting manner at all times.
Designated Mental Health Lead and Headteacher	• Will work alongside the whole school community to ensure that mental health needs are assessed and met through both universal, targeted and specialist provision Will • ensure an accurate knowledge of current events connected with mental health and share these with the whole school community • Will provide specialist support and advice around mental health provision including risk assessment and safety support planning.
Students	• Students are kept safe, and they learn about the importance of creating and sustaining life-long positive mental health emotional wellbeing habits.
Parents and Carers	• Parents are kept informed about, and involved in, our current mental health procedures and are kept abreast of events in school related to mental health and emotional wellbeing.
Senior Leadership Team (SLT)	• Provide personal and professional development such as team building, management of change, stress management, assertiveness, communication
	• Provide a non-judgemental and confidential support system such as coaching, mentoring, and pastoral support for staff • Monitor the workload of members of staff and being alert to signs of stress • Listen to the views of members of staff and providing a range of strategies for involving staff in school decision making processes • Ensure that the efforts and successes of staff are acknowledged and celebrated • Act as gatekeeper and prioritising reforms and innovations • Ensure that staff are equipped with the right training to do the job confidently • Ensure that staff feel valued, and that time is set aside for them

	• Provide meeting guidelines that are agreed upon and followed • Plan the year's timetable considerately bearing in mind staff commitments • Include in professional development meetings opportunity for staff to discuss their aspirations and career intentions • Make special arrangements, where possible, to enable staff to combine the demands of family life and work life • Recognise that staff may have experiences in their personal lives that may make them vulnerable to pressures at work, and which may have a temporary influence on their work performance e.g., health issues, bereavement or loss, or personal circumstances • Ensure accessibility and the accessibility of SLT to members of staff • Ensure that there are effective methods of communication • Ensure support services are made available or signposted on behalf of members of staff where additional specialist support is needed • Maintain contact with staff during long absences • Ensure that a mentor system operates within the school and especially for each new members of staff and that the staff induction process is put into place • Conduct risk assessments for work-related stress • Relevant time is protected for staff such as PPA, staff meeting time for reports etc. • Ensure that change management is operated in a fair and reasonable way • Ensure that serious incidents are debriefed, and active monitoring takes place. • The Head teacher /Head of School implement these responsibilities with the support of appropriate staff such as the executive team leaders and pastoral staff and who all strive to be positive role models through their own practice.
Board of Trustees	• Review this policy in conjunction with the Chief Executive Officer (CEO). • Consider how its own members are treated and valued • Instill a sensitive performance management policy • Ensure that other school policies and procedures take account of staff wellbeing

Relevant Resources

Within this policy we have identified resources for all stakeholders. This list is not exhaustive, but reflects the organizations that are able to help nationally. Support available within Hamwic Education Trust for staff is highlighted in the body of the policy and below.

Support for students

MindEd	https://www.youngminds.org.uk/ An online learning and advice resource for anyone interested in, or concerned about, the mental health of children and teenagers
NSPCC	https://www.nspcc.org.uk/ Every Child is worth fighting for A service supporting keeping children safe *Child Mental Health: Recognising And Responding To Issues* | NSPCC Learning
YOUNGMiNDS fighting for young people's mental health	https://www.youngminds.org.uk/ *YoungMinds | Mental Health Charity For Children And Young People | YoungMinds* This is the UK's leading charity committed to improving the emotional well-being and mental health of children and young people
NHS	https://www.nhs.uk/every-mind-matters/?WT.mc_id=MentalHealthGeneric&gclid=Cj0KCQjwkt6aBhDKARIsAAyeLJ0eLJUc_nV2KYcJrSdZNMkbKngzG7w-RbUQjfYkwkzM3mX3rMEtS5UaAgo4EALw_wcB&gclsrc=aw.ds *Children's Mental Health - Every Mind Matters - NHS (www.nhs.uk)*
ChildLine 0800 1111	https://www.childline.org.uk/ A counselling service for children and young people up to their 19th birthday in the UK provided by the NSPCC
Beat Eating disorders	https://www.beateatingdisorders.org.uk/ Beat is a website dedicated to Eating Disorders.
HEADS TOGETHER	https://www.headstogether.org.uk/ A campaign to tackle stigma and change the conversation on mental health

FRANK	https://www.talktofrank.com/ Provides facts, support and advice on drugs and alcohol.
Rethink Mental Illness.	https://www.rethink.org/ Help & support for people affected by mental illness

	https://www.youngminds.org.uk/young-person/medications Provides information on mental health medications.
	https://www.childbereavementuk.org/ Providing information & support To families when a child is bereaved.
	https://www.autism.org.uk/ The leading UK charity for neuro diverse people and their families.
	https://www.samaritans.org/ A registered charity aimed at providing emotional support to anyone in emotional distress or struggling to cope
	https://www.nhsinform.scot/illnesses-and-conditions/mental-health Offers information, advice to those experiencing troublesome thoughts, feelings and actions.
	https://www.nshn.co.uk/ Offers support forums, in a safe environment, that can help people understand and manage self-harm
	https://www.ocduk.org/ Support and information for those suffering Obsessive-Compulsive Disorder
	https://www.careforthefamily.org.uk/ National charity which aims to promote strong family life & help those who face family difficulties.
	https://www.annafreud.org/ A children's charity dedicated to providing training & support for child mental health services
	https://happymaps.co.uk/Happy Maps Advice and support for parents, children and young people on a range of mental health issues.
	https://www.mindmate.org.uk/ Helps young people understand the way they are feeling and find the right advice and support.
	https://www.therapycomics.com/ Therapy Comics Mental health resources using comics instead of text.

Tourettes action	https://www.tourettes-action.org.uk/ Support and information about Tourette's Syndrome

AnxietyUK	https://www.anxietyuk.org.uk/ Advice and support for those suffering from anxiety and panic.
ADHD FOUNDATION	https://www.adhdfoundation.org.uk/ Support and information about ADHD
	https://www.familylives.org.uk/ Family lives Parenting and family support
WW	https://www.winstonswish.org/ Winston's wish Support children and young people after the death of a parent or sibling.
PAPYRUS	https://www.papyrus-uk.org/ The UK Charity for the prevention of young suicide
women's aid	https://www.womensaid.org.uk/ Offer support and information to women and children who have experienced domestic violence.
Switchboard LGBT+ helpline	https://switchboard.lgbt/ Advice and support for the LGBT community
The BRAVE Program.	https://www.brave-online.com/ Online CBT for young people experiencing anxiety
CHANGING FACES	https://www.changingfaces.org.uk/ Charity supporting and representing children, young people, and adults who have a visible difference to the face, hands, or body
stem4	https://stem4.org.uk/ Charity that supports positive mental health in teenagers.
REACH OUT.COM	https://au.reachout.com/ Reach Out is an Australian website which helps with everyday questions through to tough times.

	https://www.cwmt.org.uk/ This charity was established to understand and talk openly about depression and support where young people know how to maintain positive mental health.
	https://www.acamh.org/learning/ Association for adolescent and mental health The ACAMH website has extensive information about youth mental health topics as well as resources for professionals working with young people and families

	https://www.annafreud.org/on-my-mind/ Anna Freud On My Mind aims to empower young people to make informed choices about their mental health and well-being
	https://hatw.co.uk/ A not for profit charity that supports young people with depression and self-harm.
	https://riseabove.org.uk/topic/my-mind/ Rise Above has helpful information about gaining confidence, managing anxiety and general advice from the people who've been there themselves
	https://www.theproudtrust.org/ An organisation that helps young people empower themselves to make a positive change for themselves.
	https://www.weeseeds.co.uk/ A digital toolbox to plant the seeds of calm, focus & sleep in the early years, nurture well-being and grow family connections through mindfulness & meditation
	https://www.kooth.com/ Kooth, from XenZone, is an online counselling and emotional well-being platform for children and young people, accessible through mobile, tablet and desktop and free at the point of use
	https://parents.actionforchildren.org.uk/chat/ Amongst the resources provided by AfC is a free and confidential live chat service with parenting staff. Chat online or request a call back when it's convenient for you.
	https://www.jwbridgethegap.com/ A non-profit organisation supporting parents and schools develop practical strategies to support children's emotional development, well-being and mental health.
	https://www.helpguide.org/ HelpGuide is a small independent nonprofit that runs one of the world's top 10 mental health websites. Contains trustworthy content that can be used to improve mental health and make healthy changes.

	https://mermaidsuk.org.uk/ Mermaids UK Mermaids supports transgender, nonbinary and gender-diverse children, young people, and their families.
	https://harmless.org.uk/ **Harmless** Harmless is an organisation who works to address and overcome issues related to self-harm and suicide.
Place 2Be	https://www.place2be.org.uk/ Place2Be is a children's mental health charity with over 25 years' experience working with pupils, families and staff in UK schools.
mind for better mental health	https://www.mind.org.uk/information-support/for-children-and-young-people/ Mind is a mental health charity. They aim to make sure no one has to face a mental health problem alone.
Teen Sleep Hub	https://teensleephub.org.uk/ The Teen Sleep Hub provides support to teenagers to help them get the sleep they need.

Support for parents/carers NSPCC - Worried About A Child helpline
Tel: 0808 800 5000
www.nspcc.org.uk/services-and-resources/nspcc-helpline/
Young Minds - For Parents
A fantastic resource of information from Young Minds designed specifically for parents and carers, including a Parents Support A-Z, Parents Survival Guide and Parents Helpline. Helpline: 0808 802 5544
youngminds.org.uk/find-help/for-parents
Young People's Mental Health - Royal College of Psychiatrists
Professional advice and information for parents on a huge range of mental health issues and topics
www.rcpsych.ac.uk/mental-health/parents-and-young-people

MindEd - learning resources for families www.minded.org.uk
The MindEd website includes resources and learning tools that will be helpful to parents. Check out the video below for a guide to how to access them:
Charlie Waller Memorial Trust - resources for parents
Free resources and downloadable packs for parents on depression and self-harm www.cwmt.org.uk/resources
NHS Apps library
Links to a range of apps from the NHS to support wellbeing and better health apps.beta.nhs.uk

Family Lives
Advice and support for parents. Offers email support, online chat, Skype, local groups and more
Tel: 0808 800 2222 www.familylives.org.uk
Gingerbread
Help for single parents, including expert advice, information and practical support.

Tel: 0808 802 0925
www.gingerbread.org.uk
Netmums
Online parenting support for mums or mums to be. Offers information on local groups, as well as advice and online forums.
www.netmums.com **SENDIASS**
Information, advice and support for children and young people with special educational needs and/or disabilities, and their parents/carers.

SAMARITANS: 116 123 / www.samaritans.org

Support for staff specific to Hamwic
Staff can also access the following support:

steps2wellbeing Southampton & Dorset	Steps 2 Wellbeing The service accepts self referrals from anyone **over the age of 18 registered with a Dorset or Southampton City GP** through an secure online form enabling people to take control of their mental health.
NHS	https://www.nhs.uk/ Providing information and support for mental health
mind	Using this tool - Mind Providing advice and support to empower anyone experiencing a mental health problem
Mental Health Foundation	Online mental health support | Mental Health Foundation A great resource signposting to a variety of support available.

DFE Guidance that support this policy

- Keeping Children Safe in Education (2026)
- Section 175 of the Education Act (2002) (maintained schools only)
- The Safeguarding Vulnerable Groups Act (2006)
- The Teacher Standards (2012)
- Working Together to Safeguarding Children (2026)
- Information Sharing (2026)
- What to do if you are worried a child is being abused (2015)
- PREVENT Duty for England and Wales (2015) under section 26 of the Counter-Terrorism and Security Act 2015
- Promoting The Education of Looked After Children
- Mental Health and Behaviour in School (2018)
- Children Act (1989)