


Pickering's[®]

Health & Wellbeing Policy

| VERSION | AUTHOR | CHANGES | APPROVER | EFFECTIVE DATE |
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| 2.0 | Mark Shepstone, HR Business Partner | Annual review | Neil Moss, Managing Director  | 1 st July 2023 |

Our commitment

Promoting and protecting the mental wellbeing of our employees is important to us. We aim to give mental health and physical health the same level of importance.

Mental ill health affects physical health, social wellbeing and productivity and is associated with many of the leading causes of disease and disability in our society.

Many factors in the workplace can influence the mental wellbeing of employees and understanding and addressing these factors can have a wide range of benefits, both for individuals and the workplace.

Mental wellbeing in the workplace is relevant to all employees and everyone can contribute to improved mental wellbeing at work.

Important aspects of mental health and wellbeing include providing information and raising awareness, developing management skills to deal with the issues around mental health and stress, providing a supportive work environment, offering assistance, advice and support to anyone experiencing a mental health problem or returning to work after a period of absence due to mental health problems.

We will encourage a culture in which everyone adopts a positive approach to health and wellbeing, making health and wellbeing part of our everyday.

Our commitment to maintaining a positive wellbeing culture will be achieved by:

- Encouraging people to take responsibility for the aspects of their own mental health with which they are in control of.
- Empowering individuals to develop the knowledge and understanding to make informed choices about their mental health, wellbeing and safety;
- Promote healthy lifestyle and tools to assist with this
- Providing professional medical support through our occupational health provider, as appropriate;
- Reduce discrimination and stigma by increasing awareness and understanding.
- Sharing with employee's information on and increase their awareness of mental wellbeing.
- Including information about the mental health policy in the colleague induction programme.
- Providing opportunities for employees to look after their mental wellbeing, for example through physical activity, stress reducing activities and social events.
- Promoting the Five Ways to Wellbeing concept. www.mind.org.uk
- Ensuring all colleagues have clearly defined objectives and responsibilities and provide them with good management support, appropriate training and adequate resources to do their job.
- Managing conflict effectively and ensure the workplace is free from bullying, harassment and discrimination.
- Ensuring a physical environment that is supportive of mental health and wellbeing including a sound, ergonomically designed workstation or working situation with appropriate lighting, noise levels, heating, ventilation and adequate facilities for rest breaks.
- Promoting and support opportunities to enhance professional development, identified through the appraisal.
- Providing Mental Health First Aid training to support the early identification, causes and appropriate management of mental health issues such as anxiety, depression, stress and change management.

If you're experiencing mental health difficulties, we will:

- Ensure all individuals suffering from mental health problems are treated fairly and consistently.
- Manage return to work for those who have experienced mental health problems and in cases of long-term sickness absence, put in place, where possible, a phased return to work.
- Ensure employees are aware of the support that can be offered through Human Resources, the Employee Assistance Programme or alternatively their own GP or a counsellor.
- Make every effort to identify suitable alternative employment, in consultation with the employee, where a return to the same job is not possible due to identified risks or other factors.
- Treat all matters relating to individual employees and their mental health problems in the strictest confidence and share on a 'need to know' basis only with consent from the individual concerned.

Managers will treat all health concerns with seriousness and sensitivity. This includes being clear with their direct reports about roles and responsibilities, and also open positive discussions on mental health where possible. Whilst managers have a responsibility for managing excessive workplace pressures and risk to health and wellbeing, employees equally should make their managers aware of any health concerns so that there is awareness and support where possible. All colleagues therefore have a personal responsibility to themselves and others to report concerns and recognise that there are factors which they can control e.g. – stress management, fitness and nutrition.

We are committed to actively promoting positive mental health. Our goal is to raise awareness and reduce the damaging stigma associated with mental health, in order for our colleagues to talk openly and comfortably about the subject without fear of ridicule or discrimination.

For further information please visit People HR documents, speak to your Mental Health First Aider, Line Manager or HR Business Partner.



Neil Moss
Managing Director
1st June 2022