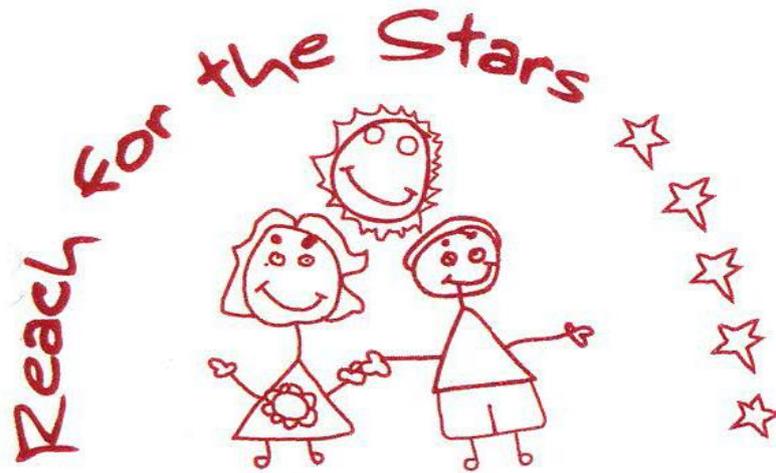


**Crosslee Community Primary School**



**Positive Mental Health Policy**

**October 2022**

## **Policy Statement**

***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 Organization)***

At our school, we aim to promote positive mental health for every member of our staff and student body. 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. In an average classroom, three children will be suffering from a diagnosable mental health issue. By developing and implementing practical, relevant and effective mental health policies and procedures we can promote a safe and stable environment for students affected both directly, and indirectly by mental ill health.

As part of our commitment to be a nurturing school we will offer a range of opportunities for children to build self-esteem, resilience and aspirations, as well as a positive view towards health and self-respect to support their mental health.

As a Rights Respecting School we uphold the articles from the United Nations Convention on the Rights of the Child. The following articles underpin this policy:

- Article 12 You have the right to give your opinion, and for adults to listen and take it seriously.
- Article 13 You have the right to find out things and share what you think with others, by talking, drawing, writing or in any other way unless it harms or offends other people
- Article 24 You have the right to the best health care possible, safe water to drink, nutritious food, a clean and safe environment, and information to help you stay well.

## **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 and governors.

This policy should be read in conjunction with our medical policy in cases where a student'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.

## **The Policy Aims to:**

- Promote positive mental health in all staff and students
- Create a culture of wellbeing and inclusion
- Foster a positive atmosphere in school, where pupils feel able to discuss and reflect on their own experiences with mental health openly
- Give pupils the opportunity to develop their self-esteem by taking responsibility for themselves and others
- Increase understanding and awareness of common mental health issues
- Alert staff to early warning signs of mental ill health

- Provide support to staff working with young people with mental health issues
- Provide support to students suffering mental ill health and their peers and parents/carers

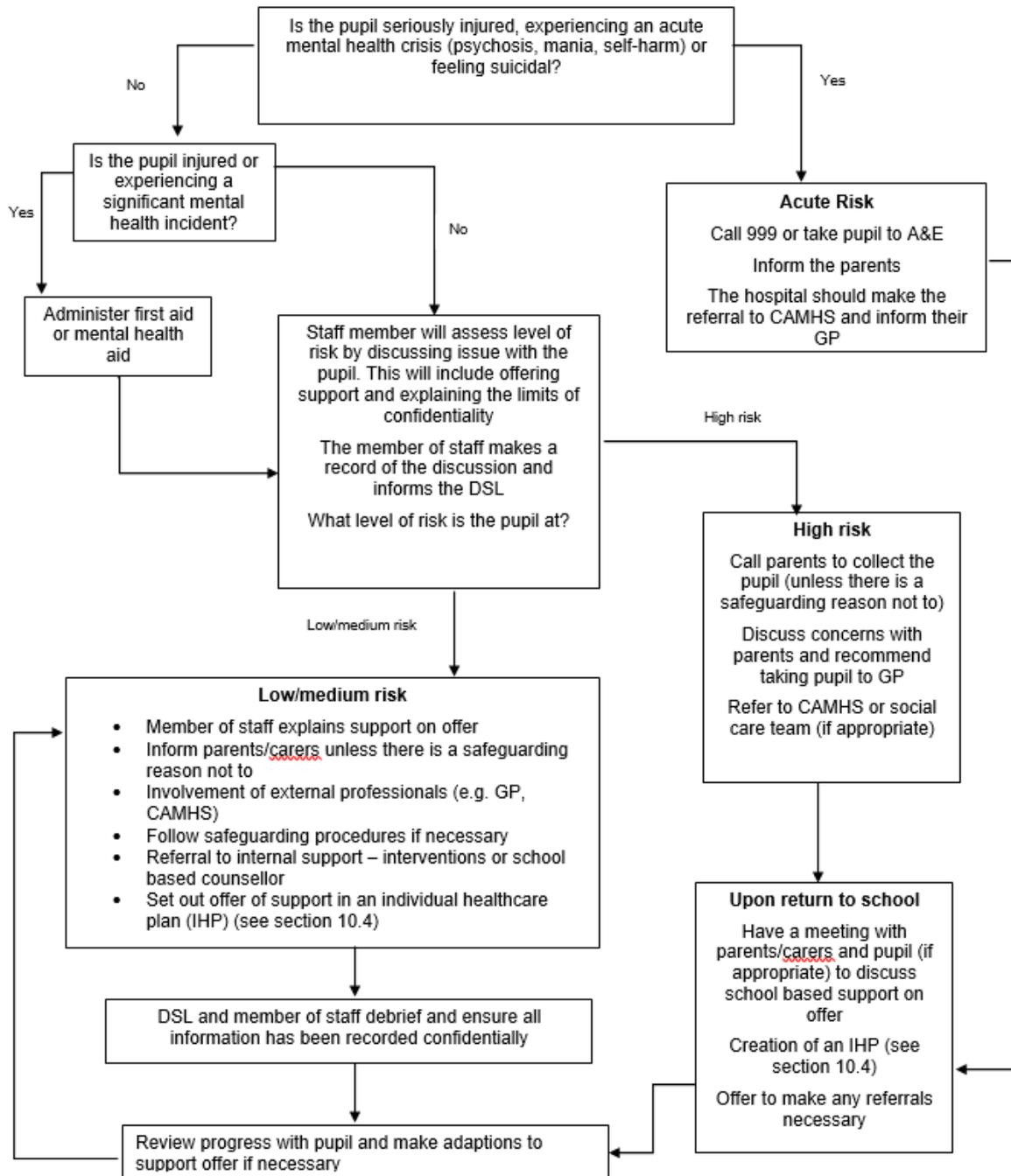
### **Mental Health Team**

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

- Anne Marie Crew - designated safeguarding lead
- Kate Waddell - Mental health lead and PSHE lead
- Louise Cavanagh - Early years outreach worker
- Andrea Wadsworth – Head teacher
- Gail Dickson – SEND lead
- Debbie Rushton - HSLO
- Michelle Toy – Staff Mental health lead
- Michele Mack - SEND and behaviour lead TA
- Zoe Addy- Boye – Well being Intervention TA

## Procedure to follow in a case of mental health crisis

Any member of staff who is concerned about the mental health or wellbeing of a student should speak to a member of the mental health team in the first instance. If there is a fear that the student is in danger of immediate harm, then follow these procedures:



## **Warning Signs**

School staff may become aware of warning signs, which indicate a student 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 communicate their concerns to a member of the Healthy School team and Anne Marie Crew if there is a possible CP issue.

Possible warning signs include:

- Physical signs of harm that are repeated or appear non-accidental
- Changes in eating / sleeping habits
- Increased isolation from friends or family, becoming socially withdrawn
- Changes in activity and mood
- Lowering of academic achievement
- Talking or joking about self-harm or suicide
- Abusing drugs or alcohol
- Expressing feelings of failure, uselessness or loss of hope
- Changes in clothing – e.g. long sleeves in warm weather
- Secretive behaviour
- Skipping PE or getting changed secretly
- Lateness to or absence from school
- Repeated physical pain or nausea with no evident cause
- An increase in lateness or absenteeism

## **Managing disclosures**

A student may choose to disclose concerns about themselves or a friend to any member of staff so all staff need to know how to respond appropriately to a disclosure.

If a student chooses to disclose concerns about their own mental health or that of a friend to a member of staff, the member of staff's response should always be calm, supportive and non-judgemental.

Staff should listen, rather than advise and our first thoughts should be of the student's emotional and physical safety rather than of exploring 'Why?' For more information about how to handle mental health disclosures sensitively see appendix E.

All disclosures should be recorded on CPoms. This written record should include:

- Date
- The name of the member of staff to whom the disclosure was made
- Main points from the conversation
- Agreed action

As a result this information is then shared with the appropriate people.

## **Individual Care Plans**

It is helpful to draw up an individual care plan for pupils causing concern or who receive a diagnosis pertaining to their mental health. This should be drawn up involving the pupil, the parents and relevant health professionals. This can include:

- Details of a pupil's condition
- Special requirements and precautions
- Medication and any side effects

- What to do, and who to contact in an emergency
- The level of support needed and who will provide the support.

### **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 cohort we are 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.

We will follow the Manchester Healthy Schools guidance to ensure that we teach mental health and emotional wellbeing issues in a safe and sensitive manner which helps rather than harms.

We raise awareness of mental health and wellbeing support regularly in assemblies and through our Wellbeing Warriors.

### **Signposting**

We will ensure that staff, students and parents are aware of sources of support within school and in the local community. What support is available within our school and local community, who it is aimed at and how to access it is outlined in Appendix D.

We will display relevant sources of support 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 students seeking help 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

### **Confidentiality**

We should be honest with regards to the issue of confidentiality. If we it is necessary for us to pass our concerns about a student on then we should discuss with the student if appropriate

- Who we are going to talk to
- What we are going to tell them
- Why we need to tell them

We should never share information about a student without first telling them. Ideally we would receive their consent, though there are certain situations when information must always be shared with another member of staff and / or a parent.

Disclosures must be shared on CPoms and with a colleague, usually the CP officer. This helps to safeguard our own emotional wellbeing as we are no longer solely responsible for the student, it ensures continuity of care in our absence and it provides an extra source of ideas and support. We should explain this to the student and discuss with them who it would be most appropriate and helpful to share this information with.

If a child gives us reason to believe that there may be underlying child protection issues, parents should not be informed, but the child protection officer Anne Marie Crew must be informed immediately.

### **Working with Parents**

Where it is deemed appropriate to inform parents, we need to be sensitive in our approach. Before disclosing to parents we should consider the following questions (on a case by case basis):

- Can the meeting happen face to face? This is preferable.
- Where should the meeting happen? At school, at their home or somewhere neutral?
- Who should be present? Consider parents, the student, other members of staff.
- What are the aims of the meeting?

It can be shocking and upsetting for parents to learn of their child's issues and many may respond with anger, fear or upset during the first conversation. We should be accepting of this (within reason) and give the parent time to reflect.

We should 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 helplines and forums.

We should 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. Finish each meeting with agreed next step and always keep a brief record of the meeting on the child's confidential record.

### **Working with All Parents**

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 go 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 parents evenings.
- Keep parents informed about the mental health topics their children are learning about in PSHE and share ideas for extending and exploring this learning at home.

### **Supporting Peers**

When a student 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. In the case of self-harm or eating disorders, it is possible that friends may learn unhealthy coping mechanisms from each other. In order to keep peers safe, we will consider on a case by case basis which friends may need additional support. Support will be provided either in one to one or group settings and will be guided by conversations by the student who is suffering and their parents with whom we will discuss:

- What it is helpful for friends to know and what they should not be told

- How friends can best support
- Things friends should avoid doing / saying which may inadvertently cause upset
- Warning signs that their friend help (e.g. signs of relapse)

Additionally, we will want to highlight with peers:

- 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

This Peer support would be appropriate in upper KS2 classes.

### **Training**

As a minimum, Anne Marie Crew (and members of the Mental Health Team when appropriate) 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 students safe. This will be disseminated to appropriate staff.

Training opportunities for staff who require more in depth knowledge will be considered as part of our staff development and additional CPD will be supported throughout the year where it becomes appropriate due to developing situations with one or more pupils.

Suggestions for individual, group or whole school CPD should be discussed with Anne Marie Crew, our CPD Coordinator who can also highlight sources of relevant training and support for individuals as needed.

The [Charlie Waller Memorial Trust](#) provided funded training to schools on a variety of topics related to mental health including twilight, half day and full day INSET sessions. For further information email [admin@cwmt.org](mailto:admin@cwmt.org) or call 01635 869754.

### **Policy Review**

This policy will be reviewed every 3 years as a minimum. It is next due for review in October 2025

Additionally, this policy will be reviewed and updated as appropriate on an ad hoc basis. If you have a question or suggestion about improving this policy, this should be addressed to Kate Waddell our PSHE lead via email [k.waddell@crosslee.manchester.sch.uk](mailto:k.waddell@crosslee.manchester.sch.uk)

This policy will always be immediately updated to reflect personnel changes.