

Labotek GB Limited

Mental Health & Wellbeing Policy

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Mental Health & Wellbeing Policy
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For public or staff use
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Summary

We recognise the benefits and impacts wellbeing has on employees and ultimately on the delivery of our services.

This policy outlines Labotek GB's commitment to the health and wellbeing of its employees. It supports efforts to improve employee health and wellbeing both at work and in home life.

We recognise that wellbeing is the state of being comfortable, healthy or happy and can be influenced by the following factors:

- Career and work
- Emotional
- Financial
- Health
- Social

Whilst these factors are both work and non-work related, we aim to create a workplace that supports our employees in maintaining their own wellbeing. Mental health is a critical part of our employee's wellbeing:

Mental health is a state of mental well-being that enables people to cope with the stresses of life, realise their abilities, learn well and work well, and contribute to their community. It is an integral component of health and well-being that underpins our individual and collective abilities to make decisions, build relationships and shape the world we live in. Mental health is a basic human right. And it is crucial to personal, community and socio-economic development.

Mental health is more than the absence of mental disorders. It exists on a complex continuum, which is experienced differently from one person to the next, with varying degrees of difficulty and distress and potentially very different social and clinical outcomes.

*Mental health conditions include mental disorders and psychosocial disabilities as well as other mental states associated with significant distress, impairment in functioning, or risk of self-harm. People with mental health conditions are more likely to experience lower levels of mental well-being, but this is not always or necessarily the case.**

**Mental health (who.int)*

We recognise the emerging need to create a work environment where the mental health of our employees is supported, and issues around mental health are managed in a supportive way.

We know that our employee's mental health doesn't stay the same and that it can be affected by different variants through their life.

How we will do this:

We are committed to providing a positive work environment for our employees and promoting their health and wellbeing. We value the strategic importance and benefits of a healthy workplace. We will:

- Work to reduce and remove the stigma associated with mental health in the workplace
- Build and maintain a workplace environment and culture that supports positive health and wellbeing. Increase employee knowledge and awareness of health and wellbeing issues as well as healthy lifestyle choices
- Facilitate employee active participation in initiatives that support health and wellbeing
- Ensure that the health and wellbeing of our employees is considered in all relevant decisions
- Improve our productivity by committing to the health and wellbeing of our employees
- Encourage a supportive workplace culture to help with early intervention and prevention

Manager responsibilities:

Act as a role model for positive leadership and proactively challenge behaviour and actions that may adversely affect employee health and wellbeing.

Provide consistent and positive leadership to actively support the implementation of health and wellbeing initiatives.

Ensure staff are aware that supporting their own health and wellbeing is important in their role.

Attend relevant training to ensure increased knowledge and support to employees.

Ensure the Health & Safety Executive's management standards are applied.

Consider and communicate the impact of changes within the workplace on employees' health and wellbeing.

Work with employees to identify and address issues affecting their health, wellbeing and ability to do their job.

Implement flexibility in line with the business needs.

Provide feedback that identifies the positive impact of their work as well as being specific about how staff can develop their role further.

Being clear on job responsibilities and accountability.

Providing the right tools, equipment, resources and training to complete job roles.

Encouraging, rewarding and praising initiative and creativity.

Signpost staff to where they can get further support.

Staff responsibilities:

To read, understand and comply with this Policy.

To notify the UK Director as soon as possible if you believe or suspect that a conflict with this Policy has occurred or may occur in the future.

To notify the UK Director about any new procedures or ideas where Labotek GB can be make improvements.

Engage and communicate with line managers to improve your own and others health and wellbeing within the workplace.

Take personal responsibility for your own health and wellbeing and address any concerns.

Self-report if you are experiencing undue or excessive work pressures.

Take time for yourself to look after your mental health by enjoying a work-life balance.

Look after your own physical health by keeping active.

Asking for help.

Attend and undertake relevant training as directed.

Services and Organisations:

NHS - *Mental health - NHS (www.nhs.uk)*

Find out how to access NHS mental health services and where to get urgent help. Read about common feelings, symptoms, conditions, self-help, treatments and rights for mental health.

Your own GP - *Find a GP NHS (www.nhs.uk)*

Samaritans - *How we can help | How Samaritans can help you | Samaritans*

Whatever you're going through, a Samaritan will face it with you. We're here 24 hours a day, 365 days a year

Anxiety UK - *National charity helping people with Anxiety - Anxiety UK*

Anxiety UK is a national charity, helping to support people living with anxiety, stress and anxiety-based depression.

Mind – *<https://www.mind.org.uk/>*

Explains anxiety and panic attacks, including possible causes and how you can access treatment and support. Includes tips for helping yourself, and guidance for friends and family.

Citizens Advice - *Citizens Advice*

Citizens Advice is a charity that provides online and local advice on various issues, such as benefits, debt, housing and more.