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Mental Health & Stress Policy

24-25

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				DATE:	04/12/2024
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				APPROVED BY:	Dan Elwell

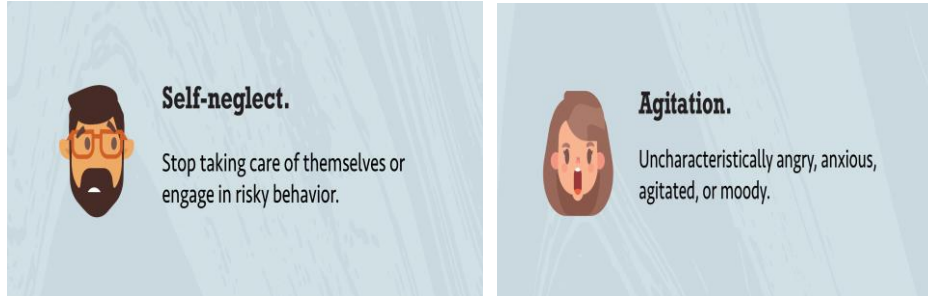
**Rapidfix Ceilings & Partitions Ltd
Mental Health & Stress Policy
24-25**

Introduction

Rapidfix believes that its employees are its most valuable resource and that their wellbeing is vital to effective performance at work and the continued provision of high-quality services. To this end, the Company is committed to providing maintaining and promoting a healthy and supportive working environment. This shall be maintained in a **confidential** manner, with respect to all concerned.

Related Legislation

- Under the terms of the Health and Safety at Work Act 1974, the Company has a duty to ensure the health and safety of its employees as far as is reasonably practical.
- The Management of Health and Safety at Work Regulations 1999 place a duty on the Company to assess and control the degree of stress in the workplace.
- The Equality Act 2010 places a duty on the Company not to discriminate against employees who suffer from a disability under the Act, which includes long-term ill health caused by stress at work.
- Mental Health Act 1983 (Updated 2007) Application of safeguards for persons with mental illnesses
- Human Rights Act 1998; It includes mental health.
- The Care Act; 2014 is aimed at protecting vulnerable adults.



Although the Company has no control over external or personal factors, it is committed to managing stress and risks within its control, and to providing support to employees who are suffering from

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stress. This is all done in a **Confidential** manner.

Important

Please note that as part of all RCPs arrangements and procedures all employees and sub-contractors prior to working on any project and at induction communicate any.

- medication etc.
- or previous mental health event that may require assessment or review prior to accessing site.

This is to ensure that provisions and steps are taken that assist all personnel.

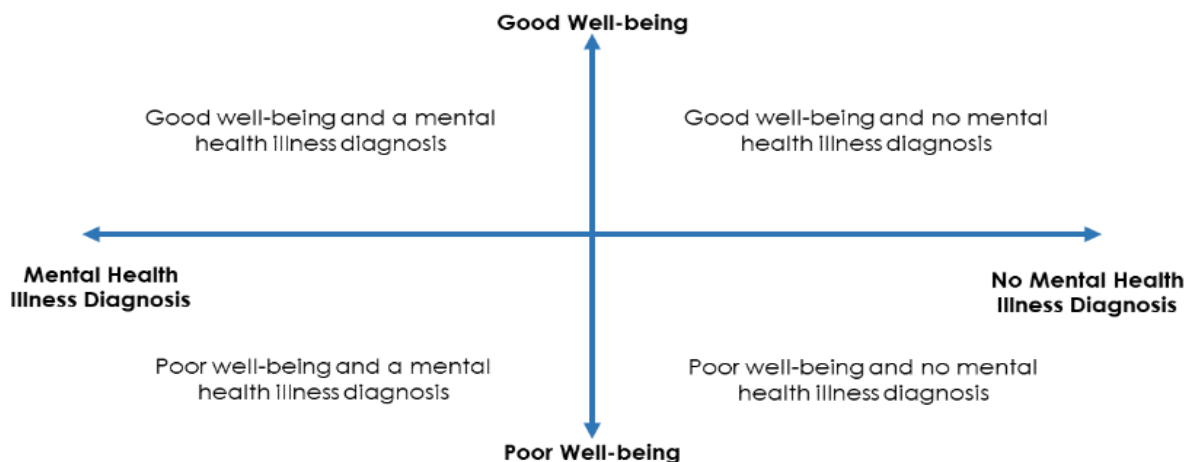
Furthermore it is the responsibility of all employees and subcontractors to inform RCP of any **substances or medication** that may impede or affect their ability to safely undertake their work and undertakings.

This also applies to changes in medication throughout the contracted works on site.

This shall also be in respect of the welfare of all other employees, sub-contractors and must not affect such personnel.

Aims of the Policy

- To ensure the physical and mental health of all employees.
- To promote a healthy, safe, and friendly working environment and control and reduce risks to mental health.



- To help provide and maintain a supportive and nonjudgmental working environment.
 - This will be by having dedicated **Mental Health First Aiders (MHFA)**
- To provide effective support to all employees in managing stress and other mental health problems, and to encourage better recognition of mental health issues; and
- To recognise that the prevention of stress is easier than dealing with it once it has arisen.

Stress and its Recognition

Stress is a natural reaction to excessive pressure that can be experienced by everybody. When stress is experienced consistently over a period of time, its effects can become detrimental and lead to further and more serious psychological and physical illnesses.

Stress itself can be caused by an infinite number of variables which will vary enormously in different

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individuals.

By way of example, personal factors like family problems can easily affect an individual's work, while work based factors like bullying, lack of training or poor working conditions can just as easily spill over into the home.

Recognising stress can be difficult as its effects will vary from person to person but the following signs can sometimes indicate that someone is experiencing difficulty:

- Changes in behaviour.
- Indecisiveness.
- Absenteeism; or
- Increase in the use of tobacco or alcohol.



Although the Company has no control over external factors which may be more difficult to identify the **Health and Safety Executive** has identified 6 main causes of stress at work which the Company can affect:

1. Demands made on employees.
2. The level of control employees has over their work.
3. The support employees receive from managers and colleagues.
4. The clarity of an employee's role within the organisation.
5. The nature of relationships at work; and
6. The way that changes are managed.



The Company is aware that stress is easier to manage before it becomes a problem and with that in mind will endeavour to operate in a fashion that takes all of the above factors into account. The Company will also always be open to discussing how an alteration of one or more of these factors might produce a better working environment. This shall be all completed in a **confidential** manner.

Principles

- The Company will conduct an annual assessment of the risks to employees' health, both mental and physical, based on data collected from staff at work including absence data, staff

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turnover, grievance cases, accidents and exit interviews.

- The Company will always listen to any concerns that employees may have.
- If employees believe that their work is putting their mental health or wellbeing at risk, they should speak to one of our **Mental Health First Aiders**.
- All such concerns will be treated with respect, dignity and **confidentiality** to all employees will be provided with the necessary information to make informed decisions.
- The Company recognises that stress and other mental health issues may require periods of sick leave of absence in order to recover from stress.
- Where necessary the Company will facilitate the managed return to work of employees who have been absent due to stress.
- All cases will be dealt with in accordance with the Company’s policy on equality and diversity with **confidentiality**.
- All discussions, requests for help and advice will be kept strictly confidential and the information gathered will be held in accordance with the Company’s Data Protection Policy.
- Where necessary the Company will provide access to specialists free to use organisations who can aid in assistance.
- We will also communicate links to other organisations / Apps that can also be beneficial for personnel with any Mental Health related issues.
- We have dedicated time and effort to training initially more than **8 personnel** within our business to act **Confidentially** as **Mental Health First Aiders** (MHFA).
 - The people shall be identified throughout the business with Badges affixed to their helmets.
 - Shall be communicated at inductions, RAMS, and briefings.
 - Will assist by listening and engaging with personnel who may have concerns or be affected by mental health.
 - Offer, Care, Hope and Comfort
 - Shall signpost and assist in getting you help and advice (**Confidential**).

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RapidFix
Ceilings & Partitions Limited

Mental Health First Aiders



Dan Elwell



Paul White



Mark Aylward



Chris Winstanley



Andrew Hodgkiss



Neil Hutchinson



Steve Trodden



John Gamble



Marli White

**If you need someone to speak to in confidence,
Speak to one of our Mental Health First Aiders.
You are not alone!**



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This policy has been approved & authorised by:

Name: Paul White

Position: Commercial Director

Date: 04/12/2024

Signature:

A handwritten signature in blue ink, appearing to read 'P. White', is written over a dotted line.

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