



ST THOMAS MORE CATHOLIC SCHOOL

Mental Health and Wellbeing Policy

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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)

We aim to promote positive mental health for every member of our staff and pupil body. We pursue this aim using both universal, whole school approaches and specialised, targeted approaches aimed at vulnerable pupils. We believe in teamwork; working with each other, with teachers and colleagues across the school, with the wider school community and most importantly with the young people in our school. We act with determination. Whatever issues our students, their families, the school, our team or the community face, we always support, react and pull together. Finally, we are committed to making a difference; we are not passive players in young people's lives but active participants who can and do make a real difference

In addition to promoting positive mental health and wellbeing, we aim to recognise and respond to need as it arises. By developing and implementing practical, relevant and effective mental health and wellbeing policies and procedures we can promote a safe and stable environment for pupils affected both directly, and indirectly by mental health and wellbeing issues.

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 SEND policy where a pupil has an identified special educational need.

The policy aims to:

- Promote positive mental health and wellbeing in all staff and pupils
- Increase understanding and awareness of common mental health issues
- Alert staff to early warning signs of poor mental health and wellbeing
- Provide support to staff working with young people with mental health and wellbeing issues
- Provide support to pupils suffering mental ill health and their peers and parents/carers



Lead Members of Staff

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

Mr. D. Shield, Mr R.Lennox - Designated Safeguarding Leads

Mrs Cervantes, Ms Harle

Mr Harding, Mr Tait - Additional Designated Safeguarding Leads

Mr. D Shield, Mrs J Cervantes - Mental Health and Emotional Wellbeing Leads

Miss T Peel - Lead First Aider

Mr D Shield - Pastoral Lead

Mrs C Nicholson - Head of PSHE

Any member of staff who is concerned about the mental health or wellbeing of a pupil should speak to the Mental Health Lead in the first instance. If there is a fear that the pupil is in danger of immediate harm then the normal child protection procedures should be followed with an immediate referral to the Designated Safeguarding Leads, Heads of House or the Head Teacher. If the pupil 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/CYPS is appropriate, this will be led and managed by the Mental Health Lead in partnership with key staff.

Individual Care Plans

It is helpful to draw up an individual care plan for pupils causing concern or who receives 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 role the school can play



Teaching about Mental Health and Wellbeing

The skills, knowledge and understanding needed by our pupils to keep themselves and others physically and mentally healthy and safe are included as part of our wider curriculum programme.

The specific content of lessons will be determined by the specific needs of the cohort we're teaching but there will always be an emphasis on enabling pupils to develop the skills, knowledge, understanding, language and confidence to seek help, as needed, for themselves or others.

Signposting

We will ensure that staff, pupils and parents are aware of sources of support within school and in the local community.

We will display relevant sources of support, and details of key staff who have a role in mental health support in communal areas and toilets and will regularly highlight sources of support to pupils within relevant parts of the curriculum. Posters promoting the 'Never OK' email addresses are posted around school, in addition to naming Safeguarding leads on toilet doors. Whenever we highlight sources of support, we will increase the chance of pupil help-seeking by ensuring pupils understand:

- What help is available
- Who it is aimed at
- How to access it
- Why to access it
- What is likely to happen next



Warning Signs

School staff may become aware of warning signs which indicate a pupil 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 with our Mental Health and Emotional Wellbeing Lead or any of our trained Mental Health First Aiders who are named, with images, around school. Staff should utilise our internal 'Cause For Concern' process too.

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

Sometimes students can experience challenges throughout their school careers where they may need to access additional support. Students first point of contact should be their Pastoral Tutor, Deputy Head of House, Head of House or Head of Sixth Form. Students can also access support from our school counselling service.

Email addresses are:

St Catherine Laboure	STM-StCLQueries@stm.bwcet.com
St John Fisher	STM-StJFQueries@stm.bwcet.com
St Bernadette	STM-STBQueries@stm.bwcet.com
St Therese	STM-STTQueries@stm.bwcet.com
Sixth Form	STM-SixthFormQueries@stm.bwcet.com



Managing Disclosures

A pupil 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 pupil 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 pupil's emotional and physical safety rather than of exploring 'Why?'

All disclosures should be recorded and reported using our Cause for Concern Form. This record includes:

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

This information should be shared with the Mental Health Lead, who will store the record appropriately and offer support and advice about next steps. See Appendix A for guidance about making a referral to CAMHS.

Working with Students

Our mental health first aiders will use The Mental Health First Aid Action Plan (ALGEE) which has five steps, which can be used in any order.

1. A – Approach, assess for risk of suicide or harm. Try to find a suitable time or place to start the conversation with the person, keeping their privacy and confidentiality in mind. If the person does not want to confide in you, encourage them to talk to someone they trust.
2. L – Listen non judgmentally. Many people experiencing a challenge or distress want to be heard first, so let the person share without interrupting them. Try to have empathy for their situation. You can get the conversation started by saying something like, "I noticed that ..." Try to be accepting, even if you don't agree with what they are saying.
3. G – Give reassurance and information. After someone has shared their experiences and emotions with you, be ready to provide hope and useful facts.
4. E – Encourage appropriate professional help. The earlier someone gets help, the better their chances of recovery. So, it's important to offer to help this person learn more about the options available to them.



5. E – Encourage self-help and other identify their support network, personalised emotional and physical self-care plan.

Mental Health and Wellbeing Policy support strategies. This includes helping them programs within the community, and creating a

There are lots of resources to support young people who are struggling with poor mental health. These can be found in Appendix B.

Confidentiality

We should be honest with regards to the issue of confidentiality. It is necessary for us to pass our concerns on about a pupil and we then we should discuss with the pupil:

- 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 pupil 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. Particularly if a pupil is in danger of harm.

It is always advisable to share disclosures with a colleague, usually the Mental Health and Emotional Wellbeing Lead, this helps to safeguard our own emotional wellbeing as we are no longer solely responsible for the pupil, it ensures continuity of care in our absence and it provides an extra source of ideas and support. We should explain this to the pupil and discuss with them who it would be most appropriate and helpful to share this information with.

Parents should be informed if there are concerns about their mental health and wellbeing and pupils may choose to tell their parents themselves. If this is the case, the pupil should be given 24 hours to share this information before the school contacts parents. We should always give pupils the option of the school informing parents for them or with them.

If a child gives us reason to believe that there may be underlying child protection issues, parents should not be informed, but the DSL 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 pupil, 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 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 information 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 pupil 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 pupil 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

Training

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 pupils safe.

We will host relevant information on our virtual learning environment for staff who wish to learn more about mental health. The MindEd learning portal provides free online training suitable for staff wishing to know more about a specific issue.¹

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

Where the need to do so becomes evident, we will host twilight training sessions for all staff to promote learning or understanding about specific issues related to mental health.

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

¹



Appendix A

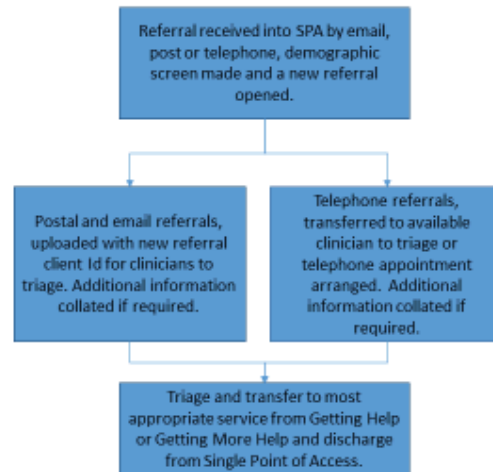
Newcastle Gateshead Children and Young People's Mental Health Getting Help Service

SINGLE POINT OF ACCESS (SPA)

What is Single Point of Access (SPA)?
SPA is a team of clinicians and call handlers who receive referrals for Children and Young People up to the age of 18 across Newcastle and Gateshead who need support with their mental health. Following triage, SPA will transfer the referral into the most appropriate service across Getting Help and Getting More Help.

Who can refer into SPA?
Parents, carers, other services, professionals with parental permission, GP, Teachers, Social Services, Paediatrics.

How can you contact SPA?
You can contact us using the following:
Phone: 03031231147
Email: NGSPAadmin@cntw.nhs.uk
Post: Benton House
136 Sandyford Road
Sandyford
Newcastle
NE2 1QE



Getting Help Service

The Getting Help Service is a partnership between NHS and VCS organisations working to support children and young people's mental health and wellbeing across Newcastle and Gateshead.

The SPA team transfer referrals to the most appropriate organisation based on that child or young person's needs.

With the exception of Kooth which is an entirely online service, all providers in the partnership offer online and telephone appointments as well as face to face sessions.

Kooth can be accessed directly by young people without a referral from SPA by visiting Kooth.com

<p>KALMER Counselling Services</p> <p>9-25 years of age, providing Getting Help services for, mild to moderate learning disabilities, Autism Spectrum Disorder, anxiety, self-confidence, low mood, low self-esteem, transition stress, relationship problems and managing independence.</p>	<p>Gateshead only Emotional Wellbeing Team</p> <p>4-18 years of age, provides a service to help children with moderate behavioural difficulties, low mood, anxiety, depression, bereavement, bullying, eat distress and relationship difficulties.</p>	<p>North East Counselling</p> <p>4-25 years of age, counselling intervention for anxiety, stress and low mood</p>
<p>Kooth</p> <p>Kooth.com provides children and young people a safe, online platform available 24/7, 365 days per year, where they can explore and access professional and peer support around their emotional wellbeing and mental health. The service is available for young people aged 11-25 years old across Newcastle and Gateshead.</p>	<p>Barnardo's Orchard Mosaic</p> <p>For children up to 18 years who have experienced bereavement and/or are displaying difficulties in managing grief (6 sessions). For children up to 18 years who have experienced sexual abuse and/or are displaying harmful sexual behaviours (12 sessions).</p>	<p>Newcastle only Tier 2 (Getting Help Team)</p> <p>Lower level anxiety, reactive low mood, emotional/behavioural regulation, low risk adverse childhood experiences, assessments of school based functioning. Initial assessment, 4-6 sessions to support emotional wellbeing. Signpost if appropriate for ongoing support.</p>
<p>Children North East Newcastle</p> <p>Provide counselling for mental health support, anxiety, self-harming, low mood and bereavement for children aged 9-25 years of age.</p>	<p>Streetwise Young People's Project - Newcastle</p> <p>11-25 years of age, Early Help - Counsellors, PWP's and Mental Health Support Workers - anxiety, low mood, anger, stress, bereavement and low self-esteem or confidence.</p>	<p>Barnardos Independence Project</p> <p>Independence Project - One to one support for 12-18 year old's living in Newcastle. Offering support with the transition out of therapeutic services, as well as aiming to prevent them returning back into Tier 3 Services; through a social prescribing model focusing on emotional wellbeing.</p>







- SPA is also able to signpost to other services which are not part of Getting Help such as:
- Early Help Services in Gateshead and Newcastle
 - RiSE Mental Health Support in Schools
 - Incredible Years parenting support
 - Breaking The Cycle for children in Newcastle affected by domestic abuse

Whilst some of the providers see young people up to the age of 25, access through SPA and the Getting Help pathway is for young people up to the age of 18.







Appendix B - Resources

There are lots of resources available to support health and wellbeing:







<p>NHS</p>	<p>The National Health Service offer lots of support for health and wellbeing available through your GP or nurse https://www.nhs.uk/ 111</p>	
<p>Kooth</p>	<p>Online mental health and wellbeing community offering counselling services as well as chat rooms and discussion boards</p>	
<p>Young Minds</p>	<p>Children and Young people's mental health charity. https://youngminds.org.uk/ Parents' Helpline: 0808 802 5544</p>	
<p>Childline</p>	<p>Childline is yours – a free, private and confidential service where you can talk about anything. We're here for you online, on the phone, anytime. 0800 1111 https://www.childline.org.uk/</p>	
<p>Place to Be</p>	<p>Can provide one to one and group counselling sessions. Emergency support offered through SHOUT: Text CONNECT to 85258 For: anyone in the UK Available: free, 24 hours a day More info: giveusashout.org/nerships with Place2Be</p>	
<p>Cruse</p>	<p>Charity supporting bereavement and loss https://www.cruse.org.uk/</p>	



<p>Child Bereavement UK</p>	<p>Child Bereavement UK supports families and educates professionals when a baby or child of any age dies or is dying, or when a child is facing bereavement. https://www.childbereavementuk.org/</p>	
<p>The Mix</p>	<p>The Mix is the UK’s leading support service for young people. We are here to help you take on any challenge you’re facing - from mental health to money, from homelessness to finding a job, from break-ups to drugs. Talk to us via our online community, on social, through our free, confidential helpline or our counselling service. https://www.themix.org.uk/</p>	
<p>Gateshead Carers</p>	<p>Support for unpaid carers with specific support for Gateshead’s young carers. Maureen is the young carers assessor and available Monday to Thursday. The young carer can ring direct tel: 01207 549780 or email info@carerstrusttw.org.uk. They don't need parental permission if 15 or over. Anyone can refer using the form below. https://assessme.uk/welcome/twyc/profreferral Tel: 01207 549780 Email: info@carerstrusttw.org.uk https://www.carerstrusttw.org.uk/</p>	
<p>Voice Collective</p>	<p>UK wide charity supporting young people with “unusual” sensory experiences</p>	



Useful Apps and resources for young people

 <p>Blueelce</p>	<p>Blueelce is an evidenced-based app to help young people manage their emotions and reduce urges to self-harm. It includes a mood diary, a toolbox of evidence-based techniques to reduce distress and automatic routing to emergency numbers if urges to harm continue.</p>
	<p>Buddhify meditation sessions are organised by theme according to where you are in your day. It is widely known to be one of the best apps for anxiety, and is personalised depending on what you're up to, from waking up, commuting or taking a quick break at work to dealing with stress or having trouble falling asleep.</p>
	<p>Calm Harm is an app designed to help people resist or manage the urge to self-harm. It's private and password protected.</p>
 <p>CLEAR FEAR</p>	<p>Clear Fear uses the evidence-based treatment CBT to focus on learning to reduce the physical responses to threat by learning to breathe, relax and be mindful as well as changing thoughts and behaviours and releasing emotions.</p>
	<p>Learn how to manage feelings like anxiety and depression with Catch It. The app will teach you how to look at problems in a different way, turn negative thoughts into positive ones and improve your mental wellbeing.</p>
 <p>Chillpanda</p>	<p>Learn to relax, manage your worries and improve your wellbeing with Chill Panda. The app measures your heart rate and suggests tasks to suit your state of mind. Tasks include simple breathing techniques and light exercises to take your mind off your worries.</p>



	<p>Create music to capture your mood and express how you feel with the Cove app. Instead of words, create music to reflect emotions like joy, sadness, calm and anger. You can store your music in a personal journal, or send them to someone and let the music do the talking.</p>
	<p>The eQuoo app for anyone over 12, uses adventure games to help you increase your emotional fitness and teach you new psychological skills. You'll also find tips on how to communicate more effectively and maintain your mental wellbeing.</p>
	<p>Kooth offers emotional and mental health support for children and young people aged between 11 – 24 years and is available up to 10 pm every day.</p>
	<p>Stress & Anxiety Companion helps you handle stress and anxiety on-the-go. Using breathing exercises, relaxing music and games designed to calm the mind, the app helps you change negative thoughts to help you better cope with life's ups and</p>
	<p>ThinkNinja is a mental health app designed for 10 to 18 year olds. Using a variety of content and tools, it allows young people to learn about mental health and emotional wellbeing, and develop skills they can use to build resilience and stay well.</p>

In an emergency

NHS 999

To discuss concerns or signposting

Your local GP

NHS 111

For someone who will listen right away

Childline 08001111 (Also available for online chats)

Young Minds Crisis Messenger Text YM to 85258

Samaritans 116 123 (Can also email jo@samaritans.org)

If you are concerned for your immediate safety or someone else's ring 999.

If you are in crisis the Samaritans are available 24 hours a day, seven days a week, free from any phone on 116 123. This is a confidential service.