

# Mental Health and Wellbeing Toolkit for Training Providers



*Designed to strengthen the Mental Health support that exists for Training Providers, their learners the employers they work with.*



Greater Manchester  
Learning Provider Network



ASSOCIATION  
OF COLLEGES



GREATER  
MANCHESTER  
COMBINED  
AUTHORITY



in Greater Manchester

In partnership with:



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# Purpose

This toolkit is designed to strengthen the Mental Health support that exists for Training Providers, their learners the employers they work with, thus creating a virtual triangle of Mental Health and wellbeing support between providers, learners and their employers.



The aims of the Mental Health & Wellbeing Toolkit are to:

- Equip providers with resources to help them better support their own staff, learners and the employers they work with.
- Increase awareness of the importance of good mental health and wellbeing.
- Highlight the existing good practice within Providers and Employers.
- Identify and signpost external support agencies and resources.

# Background

The Greater Manchester Learning Provider Network (GMLPN), in partnership with the Association of Colleges (AoC), and funding by the Greater Manchester Health and Social Care Partnership, embarked on a project in 2020 to research into and improve Mental Health support for learners within their providers and employers.

This research recognised challenges within the Further Education sector and identified the need for a toolkit which could address these needs. Research also found lots of good practice across the FE sector and this toolkit will share and celebrate some of that.

In addition, GMLPN has launched a Mental Health Champions group and a Mental Health Charter, so that providers can recognise their commitment and good practice on the issue. Throughout this project, GMLPN have worked with practitioners across the network to facilitate focus group meetings to feedback on developments and to discuss the challenges of mental health and wellbeing. GMLPN would like to thank everyone who has contributed to this project.

This project has built upon work the AoC has already undertaken with Colleges, such as the [AoC Charter for Colleges](#).

## Greater Manchester Learning Provider Network

The Greater Manchester Learning Provider Network (GMLPN), in partnership with the Association of Colleges (AoC), and funding by the Greater Manchester Health and Social Care Partnership, embarked on embarking on a project in 2020 to research into and improve Mental Health support for learners within their providers and employers.



This research identified needs within the Further Education sector and identified the need for a toolkit which could address these needs. Research also found lots of good practice across the FE sector and this toolkit will share and celebrate that.

In addition, GMLPN have launched a Mental Health Champions group and a Mental Health Charter, so that providers can recognise their commitment and good practice on the issue. Throughout this project, GMLPN have worked with practitioners across the network to facilitate focus group meetings to feedback on developments and to discuss the challenges of Mental Health and wellbeing.

This project has built upon work the AoC has already undertaken with Colleges, such as the AoC Charter for Colleges and the AoC sport programme.

If you'd like to learn more about GMLPN view the [GMLPN 2019/2020 Annual Report here](#).



## Association of Colleges

[Association of Colleges](#) is the national voice for further education, sixth form, tertiary and specialist colleges in England. They are a not-for-profit membership organisation established in 1996 by colleges, for colleges. Their members make up almost 95% of the sector - transforming 2.2 million lives each year.



Acting as the collective voice, they represent and promote the interests of colleges, and provide their members with high-quality professional support services, including training, events, and recruitment.



## Greater Manchester Health and Social Care Partnership

The [Greater Manchester Health and Social Care Partnership](#) is made up of Greater Manchester's NHS organisations and councils, as well as people from NHS England and NHS Improvement, emergency services, the voluntary sector, Healthwatch and others including the mayor of Greater Manchester.



**in Greater Manchester**

As a group, they are finding what works on a local level, and responding to what people need across all ten boroughs of Greater Manchester. They are using their experience and know-how to improve the way public health money is spent. And making sure that big decisions are being made together, locally.



# Partners

## OneFile

OneFile are the UK's leading learning and development software, trusted by over one million users. From apprenticeship training to professional development, OneFile can be used for all types of vocational training. And with a fully native app, users can use OneFile anytime, anywhere, on any device.



## Talkout

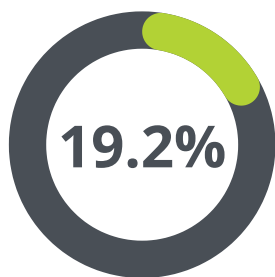
Talkout are Mental Health experts who provide tools and services to ensure you can build a working environment that embraces positive mental health and adapts to your own values, business functions and workplace needs. Talkout training guides are passionate about helping organisations reduce costs by training staff to understand emotional, physical, and Mental Health and how they are critical to Wellness.



# Landscape: Covid-19

The issue of Mental Health has never been more widely spoken about as it has been during the COVID-19 pandemic. The pandemic has caused immeasurable change in a short period of time that is hard to quantify. The BBC reported that 'Mental Health problems have worsened across all age groups in the past year' of the pandemic, and highlighted ONS Research suggesting 16% of adults in the UK have experienced signs of depression over this period.

## The Impact of Covid-19 on Mental Health



**19.2% of adults** were likely to be experiencing some form of depression during the Covid-19 pandemic in June 2020.

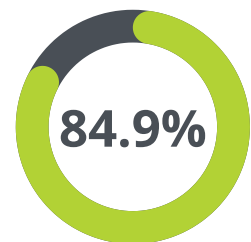


**One in eight adults** developed moderate to severe depressive symptoms during the pandemic.

**Over two in five adults** experiencing some form of depression during the pandemic said their relationships were being affected.



**Feeling stressed or anxious** was the most common way adults experiencing some form of depression felt their wellbeing was being affected, with **84.9%** stating this.



*Reference: ONS Report - Coronavirus and depression in adults, Great Britain: June 2020*

As research establishes, most people have been affected by Mental Health challenges during this period and this has arguably helped people to break down a lot of the stigma that exists around speaking openly and honestly about mental health.

This open dialogue about Mental Health makes it a perfect time for providers and employers to recognise the importance of good mental health and wellbeing within their own organisations, the employers they work with and for their learners. This is important not least because, as every mind state good Mental Health brings about business advantages such as improved attendance and productivity.

# Self-Assessment Tool for Training Providers

This Self-Assessment tool has been designed for Training Providers to use to assess the extent to which they and the employers they work with to place learners have policies and procedures, capacity and capability in place to support, prevent or deal with Mental Health issues. [You can download an editable word version of the Self-Assessment tool here.](#) This section also contains a range of good practice gathered through the project from Training Providers involved.

This tool has been adapted from the AoC's Mental Health Self-Assessment for Colleges. Its aim is to promote children and young people's emotional health and wellbeing - a whole school and college approach.

## Leadership and Management

### Questions to Consider:

- Is there a clear, named lead for Mental Health/Wellbeing issues?
- Does your organisation have plans in place to promote wellbeing?
  - Do your policies reflect your current practice?
- Do Wellbeing and Mental Health issues feature prominently in management and governance discussions?

### Further information

See page 16 for Mental Health Training for Leaders

### Good Practice

“ Damar Training hosted a free webinar regarding supporting wellbeing in workplace, which featured guest speaker, Ian Cole, from the Workplace Wellbeing Challenge.”



In the session, Ian drew on his vast experience to give advice and guidance on how to support and promote wellbeing and positive Mental Health in the workplace, with particular emphasis on how this can still be done in the current circumstances of remote working and virtual communication.”

Read Damar Training's full Case Study on page 22



## Environment for Learners

### Questions to Consider:

- Do you have an approach to help learners articulate their views and concerns with respect to Mental Health and Wellbeing? Do they know who to speak to?
- Are there clear behaviour management policies, which address and minimise bullying, including online bullying & social media issues?
- Does your organisation take opportunities to raise awareness of Mental Health issues e.g. World Mental Health Day?
- Do learners know how to find useful resources about Wellbeing and Mental Health e.g. on issues such as addiction?

### Further information

See page 20 for support from External Agencies on substance abuse

## Curriculum

### Questions to Consider:

- Do strategies for Wellbeing, promoting resilience and Mental Health feature prominently in key strategic curriculum documents e.g. the curriculum plan?
- Are there resources available to support staff in covering Wellbeing including good mental health in teaching /tutoring?
- Are there policies and protections in place to safeguard learners whilst accessing learning online?

### Further information

See page 17 for Wellbeing resources that can be included in teaching/tutoring



### Good Practice - Pareto Law: Wellbeing Workshops



“The first session covered key themes around preparing learners for the New Year period over lockdown, with specific emphasis on wellbeing elements around Mental Health, positivity and the dangers of gambling and addictive substances over a festive period that would be more lonely than most others due to the lockdown restrictions. Future workshops are planned to cover further exercises around positivity and wellbeing for learners. For Pareto, the wellbeing of our learners is a key theme for our business. All learners are made aware that their Skills Coach is on hand to support them with their ongoing wellbeing, as well as being given access to various resources around the topic of 'wellbeing'. As to why this is so important to us, we strongly believe that learners cannot focus properly and effectively on either their role or their apprenticeship without having addressed their own physical and mental wellbeing first.”

Read Pareto Law's full Case Study on page 23

## Employers

### Questions to Consider:

- To what extent do employers that you work with have policies and procedures in place to support Mental Health issues?
- Are there trained individuals within these employers designated with dealing with Mental Health issues?
- What support do you extend to employers that you place learners with?

### Further information

See page 21 for Workplace resources

## Staff Development & Support

### Questions to Consider:

- Have all staff been trained to understand the importance of Wellbeing and to recognise the signs of poor Mental Health and know whom to make a referral, as part of safeguarding procedures & training?
- What Mental Health training programme are available to your staff? E.g. Mental Health First Aid Training
- Do staff feel supported with regards to their own Mental Health and Wellbeing and do they know where to go for support?
- Do staff know how to find useful resources about Wellbeing and Mental Health e.g. on issues such as addiction?

### Further information

See page 15 for information on Mental Health First Aid Training courses

### Good Practice

*“We have set up further buddy systems to ensure they didn't feel at all isolated working from home, gave lots of communication training and technical training on communications platforms, plus lots of one to one support on confidence as they wouldn't necessarily build this as easily being so isolated. We do regular care calls to so they hear a friendly voice, who isn't from their own team, again to tackle anything that could be happening locally to them that is causing a problem.”*

*Read Brother's full Case Study on page 21*

**brother**<sup>®</sup>

## Parent & Carers

### Questions to Consider:

- Is there information available and easy to access for parents and carers e.g. who to contact in your organisation, local support services, online materials?
- Do your safeguarding procedures include clarity on when parents will be contact about concerns regarding Wellbeing and Mental Health?

### Further information

See page 20 for some local support service you can signpost Parents & Carers to

## External Partnerships

### Questions to Consider:

- Does your organisation have effective links with the following Mental Health Services:
  - The local Children and Young People's Mental Health Service (CAMHS) - including a named contact for referrals
  - Local voluntary sector Mental Health organisations which support young people
- Are there any other Mental Health support services that you access to support employers, your own staff and learners?

### Further information

See page 20 for a range of Mental Health support services



### Good Practice



*“ The training (Mental Health First Aid Training) has enabled us a team to support apprentices and create a culture of care. We have a Wellbeing Wednesday led by one of our development coaches, who invites apprentices to join her for a chat at lunchtime each week. Personally I have noticed increased commitment and a genuine desire to do and offer more with regard to mental health when I speak with many of the employers we work with. To anyone who is thinking of doing this course, I would say that if you are thinking about it then commit to it because if something were to happen and you are not prepared, it is too late.”*

*Read Apprentify's full Case Study on page 20*

## Audit & Evaluation



### Questions to Consider:

- Are there clear records kept on occurrences of Mental Health issues for either staff or learners and is this collated on a regular cycle?
- Is data collected from 'learner voice' etc. and teaching quality assessments used in evaluation of the impact of Wellbeing and Mental Health Support initiatives?



### Further information

See page 15 for Mental Health Awareness Training options



### Good Practice



Tameside College

“ We have run an activity competition called Revival which has aimed to incentivise students and staff to stay active by giving them an entry to a competition to win some big prizes.

*It's given the students and staff another outcome such as the chance to win prizes that would support their life further and their goals... This will all further encourage learning and activity which is what we wanted to achieve. It's allowed them to stay as part of a community online and feel close to people, even though that's not possible at the moment.”*

*Read Tameside College's full Case Study on page 24*

# Mental Health Charter

GMLPN have created a Mental Health Charter for Training Providers so that they can show their commitment to mental health & wellbeing. [Click to download the Mental Health Charter](#). The mental health charter has been adapted from the AoC's [Mental Health & Wellbeing Charter for Colleges](#).

## The Charter asks Training Providers to commit to:

- Ensuring that wellbeing and Mental Health work is led by a senior manager supported by a member of staff with particular responsibility for Mental Health.
- Having a wellbeing and Mental Health policy accompanied by a clear implementation action plan which is monitored regularly and reviewed annually.
- Creating an open and inclusive ethos which includes respect for those with mental ill health.
- Promoting equality of opportunity and challenging Mental Health stigma through curriculum teaching and also by promoting wellbeing through tutorial programmes.
- Encouraging and collecting learners' views on Mental Health and wellbeing.
- Providing appropriate Mental Health training for staff e.g. Mental Health First Aid Training.
- Ensuring a consistent and positive approach to staff wellbeing.
- Providing targeted individual Mental Health support where appropriate or alternatively signposting to external support services.
- Providing relevant information to learners, parents and carers.
- Establishing effective links with local health system and voluntary sector mental health providers.
- Promoting the benefit that physical activity and sport has on mental wellbeing.

## Supporters of GMLPN's Mental Health Charter include the following organisations:

Alliance Learning	Mantra Learning
Apprentify	NowSkills
DH Associates	OTC
Expanse	Rochdale Training
GMLPN	STEGTA
Groundwork	Transport Training Academy
ITEC	

If you would like to adapt the Mental Health Charter for your organisation please contact [info@gmlpn.co.uk](mailto:info@gmlpn.co.uk).

# Mental Health Champions

Mental Health Champions will act as advocates and lend their expertise to other practitioners across the sector. [Click here to see the role of a Mental Health Champion.](#)

GMLPN have created the Mental Health Champions role from consultations with AoC and the Mental Health & Wellbeing focus groups.



I'm committed to champion mental health and wellbeing in the Further Education sector.

That's why I've signed up to be a GMLPN Mental Health Champion.



## Mental Health Champions are asked to :

- Sign up to the GMLPN/AoC Mental Health Charter
- Promote Awareness of Mental Health issues
- Attend the Mental Health Professional Exchange, facilitated by GMLPN
- Share good practice and resources across the network
- Be available to help other network members if they need Mental Health guidance

## GMLPN's Mental Health Champions group includes individuals from the following organisations:

Alliance Learning	NowSkills
Apprentify	Oldham Training Centre (OTC)
Damar Training	Realise Training
DH Associates	Rochdale Training
GMLPN	Runshaw College
Groundwork	STEGTA
ITEC	System Group
Manchester Metropolitan University	Transport Training Academy
Mantra Learning	

If you would to adapt this for you organisation please contact [info@gmlpn.co.uk](mailto:info@gmlpn.co.uk)

# Training

This section includes a range of different Mental Health & Wellbeing training that is available. This training has been collected from consultation with members and the Mental Health Focus Group. This list is not exhaustive.

## Key:

- TP Training Providers
- E Employers
- L Learners

## Alliance Learning

### **Mental Health, Wellbeing and Resilience** | £110 (Circa) TP E

The course provides an introduction into the management of stress and the promotion of health and well-being within the workplace. This will help increase the knowledge of staff in how to spot their own and other symptoms of stress and how to positively influence wellbeing.

[Find out more here](#)

### **2 Day Mental Health First Aid** | £250 (Circa) TP E

This is a two day course and is accredited via Mental Health First Aid England.

[Find out more here](#)

## Mantra Learning | The Job Gym

### **Level 2 Certificate in Understanding Mental Health** | Free TP E L

First Aid and Mental Health Advocacy in the Workplace

[Find out more here](#)

### **Level 1 Certificate in Wellbeing** | Free TP E L

[Find out more here](#)

### **Level 1 Award in Mental Health Awareness** | Free TP E L

[Find out more here](#)

## TalkOut

### **Mental Health Webinar for Leaders** | £200 (Circa) TP E

Duration: 45-60mins Webinar

Recognising that leaders often work under a lot of pressure and are putting a lot of focus on the wellbeing of the staff in their organisation, we know it is important for leaders to have space and time to reflect and talk too.

[Find out more here](#)

### **Line Manager Training** | £1295 (Circa) TP E

Duration: Classroom - one full day or Virtual classroom - two half days

This full day CPD accredited course explores Mental Health Awareness and the impact of the line Manager when dealing with common Mental Health issues at work. It enables Line Managers to have effective conversations around Mental Health and provide support to help individuals thrive at work. It's a very interactive course designed to not only encourage an environment where people feel safe to talk about Mental Health but more importantly the Line Manager knows how to support in the right way. The course also educates Line Managers on the importance of their self-care and awareness.

[Find out more here](#)

### **Mental Health Awareness** | £650 (Circa) TP E

Duration: Half day (classroom or virtual classroom)

This half-day session will raise awareness of Mental Health across an organisation. It helps employees understand what Mental Health is, how to challenge the stigma and explores ways to provide support to someone who may be experiencing a Mental Health issue.

[Find out more here](#)

### **Mental Health First Aid (Adult)** | £2500 (Circa) TP E

Duration: Classroom - two full days or Virtual Classroom - four half day sessions.

This two-day licensed and accredited MHFA England First Aid Training course will teach participant how to identify and understand Mental Health issues, as well as assist someone who may have a Mental Health condition. At the end of the course, attendees will be qualified Mental Health First Aiders.

[Find out more here](#)



# Resources

The resources in this section have been gathered and collated by GMLPN from research across the network, good practice and resources shared by Mental Health Champions. This list is not exhaustive.

## Key:

- TP Training Providers
- E Employers
- L Learners

Resources have been identified that support Independent Training Providers, Employers and learners with wellbeing, health and fitness and developing resilience. The key to the right indicates the target audience of each resources.

## Wellbeing

[Mind describes mental wellbeing as:](#)

*'Mental wellbeing doesn't have one set meaning. We might use it to talk about how we feel, how well we're coping with daily life or what feels possible at the moment.'*

*Good mental wellbeing doesn't mean you're always happy or unaffected by your experiences. But poor mental wellbeing can make it more difficult to cope with daily life.'*

### Action for Happiness Calendars **TP E L**

*Monthly Callender with daily actions for wellbeing*

[Click here to access](#)

### ETF Webinar - Leading MH in FE Sector **TP**

[Click here to access](#)

### Greater Manchester Good Employment Charter Toolkit **E**

*A toolkit with resources on Mental Health & Wellbeing focused on Employment*

[Click here to access](#)

### Kooth Mental Health App **TP E L**

*A counselling application with easy to access support*

[Click here to access](#)

### Let's Chat Wellbeing **TP E L**

*Short information videos on a range of wellbeing topics*

[Click here to access](#)

### Manchester Metropolitan University - Wellbeing Podcasts

*Podcasts covering a range of wellbeing topics including mindfulness*

[Click here to access](#)

## The Skills Toolkit - Wellbeing & Growth **TP E L**

*A range of online courses to learn more about wellbeing*

[Click here to access](#)

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### 3 Good Things **TP E L**

*An application where you can record 3 positive things each day*

[Click here to access](#)

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### NHS: 5 steps to Mental Wellbeing **TP E L**

*Evidence suggests there are 5 steps you can take to improve you Mental Health Wellbeing.*

[Click here to access](#)

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## Health & Fitness

Mind highlights that there are many studies which have shown that doing physical activity can improve mental health. For example, it can help with:

- better sleep – by making you feel more tired at the end of the day
- happier moods – physical activity releases feel-good hormones that make you feel better in yourself and give you more energy
- Managing stress, anxiety or intrusive and racing thoughts – doing something physical releases cortisol which helps us manage stress. Being physically active also gives your brain something to focus on and can be a positive coping strategy for difficult times

### AoC Sport Fitness Programme **TP L**

[Click here to access](#)

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### BBC - Healthy Dinner Recipes **TP E L**

[Click here to access](#)

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**TP E L**

### GM Walking **TP E L**

*A campaign to get moving around Greater Manchester, with social groups and walking routes*

[Click here to access](#)

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**TP E L**

### Mental Health Foundation: Nutritional Health

*Information about nutrition*

[Click here to access](#)

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### Mental Health Foundation: Taking Sleep Seriously

*Tips on how sleep helps mental health and wellbeing*

[Click here to access](#)

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### Simba Sleep App **TP E L**

*Application to help track sleep and establish healthy sleeping patterns*

[Click here to access](#)

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## Resilience

### Mind explains that:

'Taking steps to look after your wellbeing can help you deal with pressure, and reduce the impact that stress has on your life. This is sometimes called developing emotional resilience. Resilience is not just your ability to bounce back, but also your capacity to adapt in the face of challenging circumstances, whilst maintaining a stable mental wellbeing. Resilience isn't a personality trait – it's something that we can all take steps to achieve.'

### **CIPD: Developing resilience: a guide for practitioners** TP

[Click here to access](#)

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### **Mental Health Foundation - Emotional Resilience Toolkit** TP E

*This toolkit provides practical guidance in promoting the resilience of individuals and teams in companies*

[Click here to access](#)

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### **Mind: Developing Resilience** TP E L

*Support and guidance on how to develop your own resilience*

[Click here to access](#)

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### **Mindtools: How Resilient Are You?** TP E L

*A self-assessment to find out how resilient you are*

[Click here to access](#)

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### **Mindtools: Tips on building resilience** TP E L

[Click here to access](#)

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### **Positive Psy: Resilience Exercise Packs** TP

[Click here to access](#)

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### **Resiliency Toolkit - Brief Resilience Assessment** TP E L

*Use this assessment to test how strong your resilience is*

[Click here to access](#)

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### **Very Well Mind: Article** TP E L

*Background information about how resilience is important for mental health & wellbeing*

[Click here to access](#)

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# External Agencies

The support agencies in this section have been gathered by GMLPN from research across the network, good practice and shared by Mental Health Champions. The agencies listed have support available for Training Providers, Employers and Learners. This list is not exhaustive.

## Key:

- TP Training Providers
- E Employers
- L Learners

## Mental Health Support TP E L

[BACP](#) - British Association for Counselling and Psychotherapy  
[Buzz Manchester](#) - Health & Wellbeing Service  
[Campaign Against Living Miserably](#) - Suicide Prevention Charity  
[DfE](#) - Mental Health Resources for Children, Students, Parents, Carers and School/College Staff  
[FE Week](#) - Mental Health & Wellbeing in FE  
[Greater Manchester Mental Health NHS](#) - Local Mental Health Support  
[Manchester Mind](#) - Independent Local Mental Health Charity  
[Mental Health Foundation](#) - Mental Health Charity  
[Mind](#) - Mental Health Charity  
[NHS England](#) - Signposting  
[Rethink Mental Illness](#) - Mental Health Charity  
[Samaritans](#) - Mental Health Charity  
[SilverCloud](#) - Online Therapy in Greater Manchester  
[Talkout](#) - Mental Health Support in the Workplace  
[Young Minds](#) - Children & Young People's Mental Health Charity

## Substance Abuse TP E L

[Frank](#) - Substance Abuse Charity  
[NHS: Alcohol](#) - Alcohol Support  
[NHS: Drugs](#) - Drugs Support

## Gambling TP E L

[betknowmore UK](#) - Gambling Charity  
[GamCare](#) - Gambling Charity

## Financial Management TP E L

[Citizens Advice](#) - Debt & Money Advice  
[Money Advice Service](#) - Free Financial Help and Information  
[Universal Credit](#) - Financial Support

## LGBTQ+ **TP** **E** **L**

[42nd Street](#) - Charity

[LGBT Foundation](#) - Helpline and Email Support

[MindOut](#) - Mental Health Charity for LGBTQ+

[Stonewall](#) - Help & Advice

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## Loss **TP** **E** **L**

[Cruse](#) - Bereavement Care & Resources to Help You Cope

[Mind](#) - Support & Self Care for Grief

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## Workplace **TP** **E** **L**

[Better Health Generation](#) - Work Focused Mental Health Services

[Lifeworks Employee Assistance Programme](#) - Employee Wellness

[Good Employment Charter](#) - Support and Good Practice

[Mental Health at Work](#) - Support

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## Stress **TP** **E** **L**

[Association of Apprentices](#) - Work Related Stress

[Stress Management Society](#) - Stress Information and Tips

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# Case Studies

## Apprentify - Mental Health First Aid Training

### **Why did you decide to do the Mental Health First Aid Training?**

*"I am the Mental Health Champion at Apprentify. I undertook the Mental Health First Aider Training Programme so that I could support others correctly, raise awareness and be proactive in developing a positive and healthy working environment. As an organisation, all staff undertake a Mental Health awareness course each year however, in my role as champion, I wanted to go beyond awareness and gain a deeper understanding the issues, as well as obtain the tools and resources needed to meaningfully support others."*



### **What benefits have you gained from the Mental Health First Aid Training?**

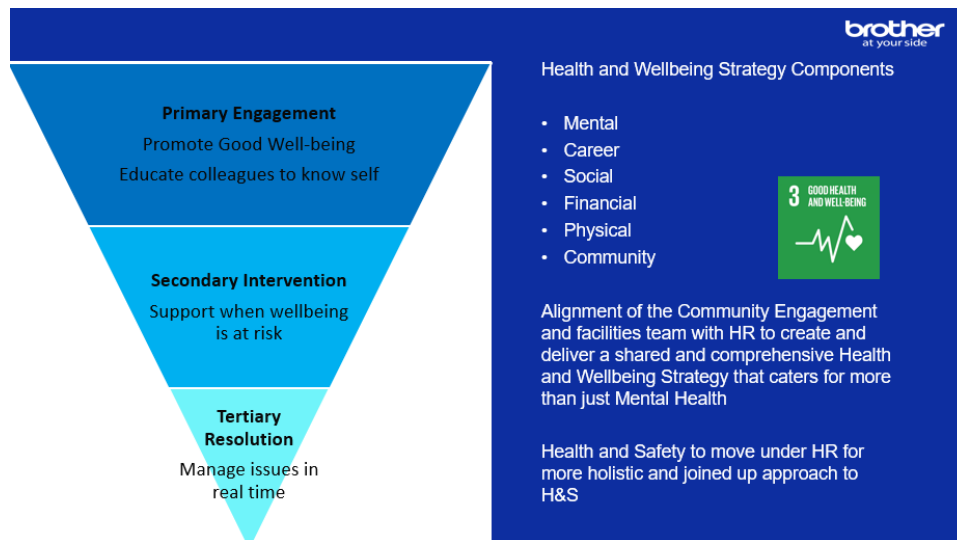
*"A key benefit are the resources available. I had not appreciated before how many great organisations exist to help different areas of Mental Health nor was I aware of where to find them all. Personally, it was especially useful to develop the tools to manage situations effectively. It is easy when being sympathetic to want to offer advice yet this is not what a first aider should do. I can now appreciate that an empathetic ear is not just listening but is fully understanding the person's situation."*

### **Has the Mental Health First Aid Training enabled you to better to support your apprentices and employers that you place them with?**

*"The training has enabled us a team to support apprentices and create a culture of care. We have a Wellbeing Wednesday led by one of our development coaches, who invites apprentices to join her for a chat at lunchtime each week. Personally, I have noticed increased commitment and genuine desire to do and offer more with regards to Mental Health when I speak with many of the employers we work with. To anyone who is thinking of doing this course, I would say that if you are thinking about it then commit to it because if something were to happen and you are not prepared, it is too late."*

**SallyAnn Coleman - Head of Commercial**

"This image lays out where our focus is and how we intervene, obviously we try our very best to be as proactive as possible, sharing information, hosting quarterly wellbeing sessions (some of which were split to focus on certain age groups, this is where apprentices would do something slightly different to an older member of staff) desk drops, webinar, lots of training on mindfulness, resilience, etc."



"We have also, particularly through the pandemic, set up further buddy systems to ensure they didn't feel at all isolated working from home, gave lots of communication training and technical training on communication platforms, plus lots of one to one support on confidence as they wouldn't necessarily build this as easily being so isolated. We do regular care calls to so they hear a friendly voice, who isn't from their own team, again to tackle anything that could be happening locally to them that is causing a problem."

"We encourage them as much as possible to grow their internal and external networks, introducing them to colleagues, peers, external bodies such as yourselves, where they can meet likeminded people."

"We have counselling support if necessary, 16 Mental Health First Aiders who are from a range of ages and personalities so there is a choice of who may feel more comfortable speaking to."

"We encourage them to volunteer through our community engagement programme (when not under covid restrictions so much) this would be helping communities, charities, schools etc., again for good Mental Wellbeing and definitely helps them bring a sense of wellbeing back to the office, thus boosting their natural productivity."

## Damar Training - Wellbeing Workshop



*"Damar Training hosted a free webinar regarding supporting wellbeing in workplace, which featured guest speaker, Ian Cole, from the Workplace Wellbeing Challenge."*

*"In the session, Ian drew on his vast experience to give advice and guidance on how to support and promote wellbeing and positive Mental Health in the workplace, with particular emphasis on how this can still be done in the current circumstances of remote working and virtual communication."*

### **Why is Workplace Wellbeing so important to Damar?**

*"We are fully committed to supporting and promoting wellbeing for our students and the information provided in this webinar confirmed that wellbeing is also ranked as one of the most important subjects for commerce/industry."*

*It's becoming increasingly clear that mental health is a massive area of vulnerability and affects many people in their personal and working lives. Our guest speaker clearly explained the very real benefits of supporting good mental health, including the positive impact it has on reducing absence, retaining staff and increasing productivity."*



## Pareto Law - Wellbeing Workshops



### **Pareto Law ran a Wellbeing Workshops for learners, what type of content did this workshop cover?**

*"The first session covered key themes around preparing learners for the New Year period over lockdown, with specific emphasis on wellbeing elements around mental health, positivity and the dangers of gambling and addictive substances (primarily alcohol) over a festive period that would be more lonely than most others due to the lockdown restrictions. Future workshops are planned to cover further exercises around positively and wellbeing for learners."*

### **How have Wellbeing Workshops benefited your learners?**

*"Learners that attended were able to workshop ideas for how to remain positive and those unable to attend were sent the recording/slides to be able to access this and do the same in their own time. All the learners who attended the workshop were positive about the content and relevance of the session."*

### **Why is the Wellbeing of learners so important?**

*"For Pareto, the wellbeing of our learners is a key theme for our business. All learners are made aware that their Skills Coach is on hand to support them with their ongoing wellbeing, as well as being given access to various resources around the topic of 'wellbeing'. As to why this is so important to us, we strongly believe that learners cannot focus properly and effectively on either their role or their apprenticeship without having addressed their own physical and mental wellbeing first."*



### **How have you been encouraging learners to stay active?**

*"We have run an activity competition called Revival which has aimed to incentivise students and staff to stay active by giving them an entry to a competition to win some big prizes."*

*"We created our own Strava clubs for this and it's been so positive seeing everyone push and encourage each other in our online community."*

### **How has your fitness programme benefited learners and their wellbeing?**

*"It's given the students and staff another outcome such as the chance to win prizes that would support their life further and their goals. Something which they may never get the chance to have. Such as the latest iPad and a mountain bike. This will all further encourage learning and activity which is what we wanted to achieve. It's allowed them to stay as part of a community online and feel close to people, even though that's not possible at the moment."*

[You can watch one of Tameside College's Workout of the Week videos here.](#)