	Name of School	Suttons Primary School
	Policy review Date	1st September 2024
	Date of next Review	1st September 2027
	Who reviewed this policy?	Claire Moscow
	Date approved by Governing body	4th December 2024
	Headteacher	David Unwin-Bailey
	Chair of Governors	Ms Vanessa Lines

Positive Mental Health Policy

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Aims

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. 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.

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
- 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

Lead Members of Staff

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

David Unwin-Bailey- *designated child protection / safeguarding officer*
Claire Moscow- *mental health lead*
Louise Sims- *lead first aider*
Paula Dowdall- *ELSA practitioner*
Mahmoona Shah - *PSHE coordinator*
Selena Boone - *School Counsellor (external agency counsellor)*

Any member of staff who is concerned about the mental health or wellbeing of a student should speak to the mental health lead in the first instance. If there is a fear that the student is in danger of immediate harm then the normal child protection procedures should be followed with an immediate referral to the designated child protection officer or the head teacher. If the student 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 is appropriate, this will be led and managed by the mental health lead or safe-guarding lead in their absence.

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 could take the form of the allocation of an ELSA or a pupil passport if appropriate and requires more support than what is generally given and involves the advice of other outside agencies. 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
- Strategies that work well for the child

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 PSHE curriculum.

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 students to develop the skills, knowledge, understanding, language and confidence to seek help, as needed, for themselves or others.

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

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 local community, who it is aimed at and how to access it is outlined in Appendix A.

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.

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 with Claire Moscow, our mental health and emotional wellbeing lead.

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 secretively
- Lateness to or absence from school

- Repeated physical pain or nausea with no evident cause

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 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?'

All disclosures should be recorded by staff to inform the mental Health Lead/Designated Safeguarding Lead.

Staff will always follow our schools safeguarding policy and pass on all concerns to the DSL or mental health lead. All disclosures are recorded and stored on CPoms.

When making a record of a disclosure, staff will include:

- Full name of the member of staff who is making the record.
- The full name of the pupil/pupils involved.
- The date, time and location of the disclosure.
- The context in which the disclosure was made.
- Any questions asked or support offered by the member of staff.

Confidentiality

Staff will not promise a pupil that they will keep a disclosure a secret. They will be open and honest about the limitations of confidentiality and how it is to ensure their safety and well-being.

A disclosure cannot be kept a secret because:

- Being a sole person responsible for a pupils' mental health can have a negative impact on the member of staff's own mental health and well-being.
- The support in place for the pupil will be dependent on the member of staff being at school.
- Other members of staff can share ideas on how best to support the pupil.

Staff should always share disclosures with at least 1 appropriate colleague, usually the DSL or mental health lead. If information needs to be shared with other members of staff or external professionals, it will be done on a need-to-know basis.

Parents/carers will be informed unless there is a child protection concern. In this case the school safeguarding procedures will be followed.

Supporting Pupils

As part of our school's commitment to promoting positive mental health and well-being, our school offers support to all pupils by:

- Raising awareness of mental health during assemblies, PSHE and mental health awareness week.

- Having open discussions about mental health during lessons.
- Sign-posting appropriate sources to support pupils and parents/carers.
- Circle time
- Feedback on school and mental health and well-being via the school council.
- Availability of an ELSA, school counsellor and a mental health lead.

Collaboration 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 as parents often have many questions as they process the information. Finish each meeting with agreed next steps and always keep a record of the meeting.

Making external referrals

If a pupil's needs cannot be met by the school's internal offer, school will encourage parents/carers to make a referral for external support.

A pupil could be referred to:

- GP or paediatrician
- CAMHS
- Mental health charities
- Local counselling services

Training and support for staff

All staff will be offered training so they:

- Have a good understanding of what pupils' mental health needs are.
- Know how to recognise warning signs of mental ill health.
- Know a clear process to follow if they identify a pupil in need of help.

Supporting a pupil or family experiencing poor mental health can affect a staff member's own mental health and well-being. To help with this school will:

- Treat mental health illness seriously.

- Offer staff supervision if necessary and appropriate.
- Support staff experiencing poor mental health themselves.
- Create a pleasant and supportive environment.
- Help in sign-posting appropriate support.

Policy Review

This policy will be reviewed every 3 years as a minimum.

Appendix A Havering CAMHS Triage Signposting Services

Apps & Podcasts	Parental Support	Young people's Support	Specialist Services (i.e.) LGBTQ, Sexual Abuse ,Bereavement	Autistic Spectrum Disorders	Attention Deficit Hyperactivity Disorder	Other
Cypher (formally known as Silent Secret) Young Peoples Emotional Support App	**Samaritans** Emotional Support Emergency helpline Suicide prevention **116 12** www.samaritans.org	**Kooth Free Online** Free , Safe , Anonymous Counselling for Young People **www**kooth.com	**Havering & Brentwood Bereavement Counselling** Bereavement counselling Generic Counselling **01708476912**	**Sycamore Trust** National Support for Autism Head office:**0208517931 7** Autism Hub: **01708749816** http://www.sycamoretrust.org.uk/	**SNAP** ADHD Support **01277 211300** www.snapcharity.org	**Myplace (Harold Hill)** Youth and community Centre for educational, health, cultural and social activities. **01708 376004** myplace@havering.gov.uk
Heads Together Mental Health Support	**Family Lives** Parent Support Parenting Support Anti-bullying Discipline Behaviour Support Emotional Well-being	**Samaritans** Emotional Support Suicide Prevention Support Emotional Wellbeing **116 123** www.samaritans.org	**Havering Behaviour Support Services Manager: Dr Tony Mackin** Behaviour Support Emotional Support Assessments Observations Specialist input **(Referrals accessible via school)** ***Provision bought into by schools**	**Parent of Autistic Children Together (PACT)** Support for Autism **02082200090** www.pact-uk.co.uk	**Add+Up** ADHD Support **01708454040** www.addup.co.uk	**R.O.Y.A.Ls (Rainham)** Youth Club Tuesday 6.30pm to 8.30pm ages 11 to 18years. **01708450609**
Mental Health Foundation Emotional Wellbeing	**NSPCC (Letting The Future In)** Therapeutic Support for Sexual Abuse age 4-17 **08088005000** help@nspcc.org.uk	**ChildLine** Emotional Support Safeguarding Reporting Parental Support Family Support www.childline.org.uk	**Havering Women's Aid** Domestic Abuse **01708728759** **01708521346** **https://haveringwomensaid.co.uk/**	**RAGS** Autism Support **01708564871** **07760169187** www.rags-havering.org.uk	**Positive Parents** **07858406933** www.positiveparentshavering.org.uk	**Youth Services at the Good Shepard Church** Mental Health friendly church Christian Counselling Wellbeing Groups and Workshops **01708 745626** Email: admin@thegoodshepherd.co.uk
For Me (NSPCC) App Emotional Support	**Parent Surgery (St Kilda's & Inger Bourne Children's Centre)** Parenting Groups 0-5 Years Support Health Visitor Support	**The National Self-harm Network** Support for Deliberate Self harm –forum support only. www.nshn.co.uk	**Ashiana Network (Domestic Abuse Support)** Domestic Abuse Support for the Asian Community **02085390427** www.ashiana.org.uk	**Positive Parents** Counselling Support for individuals with a child or adult with special needs **07858 406933 / 01708 524627** www.positiveparentshavering.org.uk	**First Step Counselling** Group of parents /carers who all have a child or young person aged (0-19) **01708556355** **http://www.firststep.org.uk/**	**Robert Beard Youth Centre (Hornchurch)** Youth Club Wednesday 7pm to 9pm 11-18years. Additional needs youth club. Thursday 7pm to 9pm 17 to 24years **01708450609**