



Mental Health and Wellbeing Policy

Mental wellbeing

Mental ill health and stress are associated with many of the leading causes of disease and disability in our society. Promoting and protecting the mental wellbeing of the work force is important for individuals' physical health, social wellbeing and productivity.

Mental wellbeing in the workplace is relevant to all employees and anyone can contribute to improved mental wellbeing at work. Addressing workplace mental wellbeing can help strengthen the positive, protective factors of employment, reduce risk factors for mental ill health and improve general health. It can also help promote the employment of people who have experienced mental health problems, and support them once they are at work.

Important aspects of mental health and wellbeing includes providing information and raising awareness, management skills to deal with issues around mental health and stress effectively, providing a supportive work environment, offering assistance, advice and support to anyone experiencing a mental health problem or returning to work after a period of absence due to mental health problems.

Aim of the Policy

To create a workplace environment that promotes and supports the mental wellbeing of all employees, clients and visitors.

SlimDril shall continuously strive to improve the mental health environment and culture of the company by identifying, eliminating, or minimising all harmful processes, procedures and behaviours that may cause psychological harm or illness to its employees.

SlimDril shall continuously strive, as far as is reasonably practicable, to promote mental health throughout the company by establishing and maintaining processes that enhance mental health and wellbeing.

Objectives

To develop a supportive culture, address factors that may negatively affect mental wellbeing and develop management skills

Policy actions

- Reduce discrimination and stigma by increasing awareness and understanding
- Complete an employee survey to identify mental health needs.

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- Give employees information on and increase their awareness of mental wellbeing.
- Give non-judgemental and proactive support to individual; staff that experience mental health problems.
- Include information about your mental health policy in the staff induction programme.
- Provide opportunities for employees to look after their mental wellbeing, for example through physical activity, stress reducing activities and social events.
- Promote the Five Ways to Wellbeing concept
- Set employees realistic targets that do not require them to work unreasonable hours.
- Ensure all staff have clearly defined job descriptions, objectives and responsibilities and provide them with good management support, appropriate training and adequate resources to do their job. This will help engage employees in their work.
- Manage conflict effectively and ensure the workplace is free from bullying and harassment, discrimination and racism.
- Establish good two-way communication to ensure staff involvement, particularly during periods of organisational change.

To provide support for employees experiencing mental health difficulties.

Policy action

- Ensure individuals suffering from mental health problems are treated fairly and consistently.
- Clearly communicate colleagues who are able to support at initial symptoms of stress to prevent further stress.
- Ensure employees are aware of the support that can be offered through employee assistance or alternatively through their own GP
- In cases of long-term sickness absence, put in place, where possible a graduated return to work.
- Treat all matters relating to individual employees and their mental health problems in the strictest confidence and share on a 'need to know' basis only with the consent from the individual concerned.

To encourage the employment of people who have experienced mental health problems.

Policy action

- Show a positive and enabling attitude to employees and job applicants with mental health issues. This includes having positive statements in recruitment literature.
- Ensure that all staff involved in recruitment and selection are briefed on mental health issues and Disability Discrimination Act, and trained with appropriate interview skills.
- Do not make assumptions that a person with a mental health problem will be more vulnerable to workplace stress or take more time off than any other employee or job applicant.
- Ensure all line managers have information and training about managing mental health in the workplace.

To recognise that workplace stress is a health and safety issue.

Policy actions

- Identify all workplace stressors and conduct risk assessments to eliminate stress or control risks from stress.
- Provide training in good management practices
- Provide confidential counselling and adequate resources.
- Align with other relevant policies such as physical activity, alcohol and absence management.

Communication

All employees will be made aware of the mental wellbeing policy and facilities available. This will be part of a health at work policy.

Regular team meeting will be held to give employee a chance to voice concerns.

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Reviewing and monitoring

All employee will be asked for feedback on any mental health or wellbeing issues that arise.

The policy will be circulated to all employees. The policy will be reviewed on a regular basis, any changes will be made known to all employees.

Signed:

Date:

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