

Mental Health and Wellbeing Policy

Policy Title:	Mental Health and Wellbeing		
Applies To:	OSHC and LDC		
Last Reviewed:	November 2015	Next review due:	November 2016
NQF Reference:	Regulation 168		

The purpose of this policy is for **Blackmans Bay Childrens Services** to establish, promote and maintain the mental health and wellbeing of all staff through workplace practices, and encourage staff to take responsibility for their own mental health and wellbeing.

Blackmans Bay Childrens Services believes that the mental health and wellbeing of our staff is key to organisational success and sustainability.

Procedure:

Blackmans Bay Childrens Services will ensure that:

- all employees receive a copy of this policy during the induction process
- this policy is easily accessible by all members of the organisation
- employees are informed when a particular activity aligns with this policy
- employees are empowered to actively contribute and provide feedback to this policy
- employees are notified of all changes to this policy.

Monitoring and review

Blackmans Bay Childrens Services will review this policy **twelve** months after implementation and when required thereafter.

Effectiveness of the policy will be assessed through:

- feedback from workers, the Health and Wellbeing Committee (if applicable), and management
- review of the policy by management and committee to determine if objectives have been met and to identify barriers and enablers to ongoing policy implementation.

Links to other policies or documents:

Staffing

Workplace Health and Safety

Sources:

Mentally Healthy Workplace Alliance (Beyond Blue)