

## Mental Health and Wellbeing Policy

<b>Policy Title:</b>	Mental Health and Wellbeing		
<b>Applies To:</b>	OSHC and LDC		
<b>Last Reviewed:</b>	November 2015	<b>Next review due:</b>	November 2018
<b>NQF Reference:</b>	Regulation 168 2.1.1; 2.1; 2.1.2; 2.1.3;		

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)