**Health and Wellbeing Policy**

## **Purpose**

Excell for Training Limited ensures this policy in place to describe our approach to promoting and monitoring positive physical and mental health of our learners.

## **Scope**

Whilst each staff member has a responsibility to promote and monitor the physical and mental health of learners there is a management team in our setting, and they are:

* Rachel Priest – Centre Manager
* Steven Boyd – Managing Director

Any staff member who is concerned about a learners physical or mental health should speak to the Centre Manager. If there is a fear that the learner is in danger of immediate harm, then the normal safeguarding policy and procedure should be followed with an immediate referral to the Designated Safeguarding Lead (DSL) and/ or Deputy Safeguarding Lead.

All employees of Excell for Training Limited are subject to this policy and required to abide by it.

## **What is physical and mental health?**

Physical health is defined as the normal functioning of your body. This can include whether you have an injury, illness or health condition that may affect your physical health. Mental health is defined a person’s emotional wellbeing. A person’s mental health can affect their physical health and vice versa.

**What can affect our mental health?**

* Financial pressures
* Family relations
* Bereavement/Grief
* Internet safety/harm
* Romantic relationships starting and/or ending
* Trauma, neglect or childhood abuse
* Biological factors
* Work pressures
* Family history of mental health
* Substance misuse

**What can affect our physical health?**

* Sleep quality
* Physical exercise
* Nutrition
* Stress
* Genetics
* Illness prevention
* Alcohol and substance misuse

## **Responsibilities**

* The aim of our setting is to teach, promote and monitor learners physical and mental health and to give them detailed information to make an informed choice/decision in regard to their own health and wellbeing. This should assist learners with identifying any issues or concerns and enable us to provide appropriate information, advice, and guidance as early as possible.
* Assessors/Tutors to provide a high-quality promotion of positive physical and mental health.
* Use a variety of teaching and assessing methods to meet learners needs.
* The Centre Manager to track, monitor and record any additional needs on the Risk Register.
* Assessors/Tutors to report and record any safeguarding concerns in line with the Safeguarding policy.

This policy should be read in conjunction with the following policies:

* Anti-Bullying Policy
* Confidentiality Policy
* Equality and Diversity Policy
* IAG Policy
* Safeguarding Policy