

VERSION 1.0 – MAR 2019



Learner Health and Wellbeing Policy



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1. POLICY STATEMENT

1.1 Willows End Training aims to provide a healthy, safe and secure environment in which the health, welfare and well-being of learners are recognised as being paramount to support effective learning. Willows End Training recognises that good health and wellbeing will reduce absenteeism and improve performance. Willows End Training is committed to:

- Promoting healthy lifestyle choices.
- Working with local and national partners to provide a range of services and support groups to improve the physical, emotional and sexual health and wellbeing of our learners.
- Empowering individuals to develop the knowledge and understanding to make informed choices about their health, wellbeing and safety, and reduce risk-taking behaviour.
- Providing a clear 'fitness to study' process by which it seeks to manage the progress and achievement of learners who are displaying visible signs of illness/behaviours of significant concern (including mental health difficulties, psychological, personality or emotional disorders) which may have a negative impact on the individual and/or others around them.

1.2 Willows End Training has a zero tolerance approach to illegal drugs and instances of alcohol and illegal substance misuse will be dealt with through Willows End Training Behaviour Support and Disciplinary Policy or with support if appropriate.

2. SCOPE

2.1 The scope of this policy will be all learners studying at Willows End Training Limited

3. VALUES

3.1 This policy will be implemented in a manner that embraces our "Values";

- Partnership
- Respect
- Accountability
- Innovation
- Sustainability
- Excellence

4. WILLOWS END TRAINING LTD COMMITMENT

4.1 Providing a clear 'fitness to study' process by which it seeks to manage the progress and achievement of learners who are displaying visible signs of illness/behaviours of significant concern (including mental health difficulties, psychological, personality or emotional disorders) which may have a negative impact on the individual and/or others around them.

- Early intervention is crucial so learners are encouraged to disclose any disability or illness to Willows End Training , both pre or post enrolment, to help any necessary adjustments to be made and their needs met.
- Regular learning reviews reflect on and when necessary revise any adjustments being made to ensure learner needs continue to be met.
- Learners are encouraged to seek appropriate support and if necessary are supported in taking that initial step.
- Learners should be involved in the management of their own mental and physical wellbeing wherever possible. However, there may be times when a learner is unable or unwilling to engage with the process. Lack of engagement with the process may lead to the Behaviour Support and Disciplinary Policy being invoked.
- This process is intended to be used as an alternative to the Behaviour Support and Disciplinary Policy where there is sufficient concern that a learner's behaviour, resulting in a possible disciplinary response, could be as a result of disability, ill health or have an impact on the health and safety of the learner or other persons. Any decision made on a learner's fitness to study will be made through a collective process of consideration of the ability to study, learn, complete their course and achieve the qualification/s.
- In responding to and managing situations where a learner's fitness to study is a concern, Willows End Training remains mindful of its duty and its obligation under the Equality Act 2010 and the Data Protection Act 1998.
- In a situation where it is perceived that a learner's behaviour presents an immediate risk to themselves or the safety of others, the appropriate emergency services should be called.

5. FITNESS TO STUDY PROCESS

5.1 A learner's fitness to study may be brought into question as a result of a wide range of circumstances. These include but are not limited to:

- 5.1.1 Serious concerns about the learner emerging from a third party (e.g. friend, partner, placement provide, multi-agency partner) which indicates that there is a need to consider their fitness to study.
- 5.1.2 A learner has told a member of Willows End Training 's staff that they have a problem and/or provided information which indicates that there is a need to consider their fitness to study.
- 5.1.3 A learner has not engaged with study for a period of time without any reason being given.
- 5.1.4 The learner's disposition is of concern and indicates that there may be a need to address an underlying mental health issue. For example, if a learner has demonstrated mood swings or unusual behaviour, shown signs of depression, become withdrawn/distressed/irritable/aggressive, or is becoming intimidating to others.
- 5.1.5 Behaviour, otherwise dealt with as a disciplinary matter, which is considered may be the result of an underlying physical or mental health problem.
- 5.1.6 The learner's academic performance, physical behaviour or demeanour is not acceptable and this is thought to be the result of an underlying physical or mental health issue.
- 5.2 In advance of this process being invoked, informal discussion(s) between the learner and their tutor may be initiated by the learner or the member of staff, where initial concerns about the learner's behaviour and/or health became apparent. This should provide the learner with the opportunity to discuss their perception of the matter. It is hoped that in most cases issues can be resolved at the informal stage and that learners will respond positively.
- 5.3 Where it is suspected that a learner's behaviour may be related to an ongoing or emerging mental health issue the Safeguarding Officer must be consulted.
- 5.4 Any informal discussions, advice and actions should be recorded in writing and relevant referrals will be made to relevant agencies to support the learner.