



Stress and Mental Health Policy

Introduction

Anglian Excavations Limited (the company) are committed to protecting the health, safety and welfare of its employees. The company recognises that workplace stress and poor mental health is a health and safety issue. It also acknowledges the importance of identifying and reducing workplace stressors and to promote a positive mental health approach.

This policy will apply to everyone in the company. Managers and Supervisors are responsible for implementation and the company is responsible for providing the necessary resources.

Definition of stress

The Health and Safety Executive define stress as “the adverse reaction people have to excessive pressure or other types of demand placed on them”. This makes an important distinction between pressure, which can be a positive state if managed correctly, and stress which can be detrimental to an individual’s health and wellbeing.

Definition of mental health

Mental health is defined as the level of psychological wellbeing or an absence of mental illness. It is the state of someone who is functioning at a satisfactory level of emotion and behavioural adjustment.

Policy

The company is committed to regularly monitor workplace stressors across its operations and where required, conduct suitable risk assessments to identify adequate control measures to manage the risks from stress. The risk assessment will then be regularly reviewed.

Stress can affect one’s mental health and wellbeing which plays a significant factor in the working environment.

The company will consult with the relevant manager/supervisor on all proposed actions relating to the prevention of workplace stress and to support a positive and good mental health wellbeing with all employees.

Where required, the company will provide appropriate training for all managers and supervisory staff in good management practices.

Where stress or poor mental health has been identified within an employee, the company will advise the individual to access confidential counselling and/or suitable advice services that may be available to them.

Counselling and advice may be accessed via the company’s appointed occupational health provider or other sign posted methods for professional help for example GP practice, NHS on 111 or Samaritans support line.

The company will provide adequate resources to enable managers and supervisors to implement the company’s agreed stress and mental health arrangements.

Managers/Supervisors

Implement recommendations of risks assessments within their jurisdiction.

Ensure good communication between management and staff, particularly where there are organisational and procedural changes.

Monitor workloads to ensure that people are not overloaded.

Monitor working hours and overtime to ensure that staff are not overworking and that they are taking their annual leave entitlement.

Attend training as requested in good management practice, mental health awareness and health & safety.

Ensure that bullying and harassment is not tolerated within their jurisdiction.

Be vigilant and offer additional support to a member of staff who is experiencing stress outside work e.g., bereavement or separation.

To be discrete and respect confidentiality needs.

Health and Safety Staff (Occupational Health Provider)

Provide or arrange for specialist advice and education on stress and mental health awareness.

Train and support managers in implementing stress risk assessment findings, where required.

Support individuals who have been off work with stress or mental health problems. Advise them and their management on a planned return to work and monitoring arrangements.

Refer to counsellors or specialist services as required.

Monitor and review the effectiveness of any control measures to reduce stress and any mental ill health effects.

Inform the employer and the health and safety committee of any changes and developments in the field of stress and poor mental health at work. This includes any new initiatives/campaigns published by the regulator or other parties for example 'Mind'.

Human Resources (HR Service Provider)

To provide guidance to the business on the stress policy and new campaigns.

Provide support to the Employer, Contract Supervisors and individuals in a changing environment. To encourage referral to occupational workplace counsellor or other suitable health professional.

Employees

Raise issues of concern with your Contract Supervisor or the organisations Health and Safety Manager.

Accept opportunities for counselling and professional advice when recommended.

Monitoring

The Chief Executive Officer has ultimate responsibility for the health and welfare of all operatives/staff in his employment and will oversee the effectiveness of this policy and any controls measures that may have been introduced.

Signed:  _____

Chris Lee

Position: Chief Executive Officer

Date: January 2025