

Elmore Glen

Mental health and wellbeing policy

November 2020

About this policy

Purpose

The purpose of this policy is for Elmore Glen to establish, promote and maintain the mental health and wellbeing of both staff and residents through workplace practices, and encourage staff and residents to take responsibility for their own mental health and wellbeing.

Elmore Glen believes that the mental health and wellbeing of our staff and residents is key to the success and sustainability of the Village.

Actively promote the 'four keys to live a meaningful life' – physical health, connectedness, purposeful activity and feeling safe, stable and secure.

Goals

Elmore Glen:

- To build and maintain a safe, healthy environment with a culture that supports a healthy lifestyle, promotes mental health and wellbeing and prevents discrimination (including bullying and harassment).
- To increase employee and resident knowledge and awareness of mental health and wellbeing issues and behaviours.
- To reduce stigma around depression and anxiety in the Village.
- To facilitate residents' and employees' active participation in a range of initiatives that support mental health and wellbeing. This could be in the form of, but not limited to, providing resources and information for exercise, social interaction with others and healthy eating.

Scope

- This policy applies to all employees of Elmore Glen, including contractors and casual staff and all residents.

Definition

What is mental health?

The World Health Organisation (WHO) defines mental health as 'a state of well-being in which every individual realises his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully and is able to make a contribution to her or his community'. Mental illness can affect anyone, of any age and background. However, with support most people can and do recover. Achieving and maintaining good mental health and wellbeing is important for everyone.

Responsibility

All employees and residents of Elmore Glen are encouraged to:

- understand this policy and seek clarification from management where required.
- employees should consider this policy while completing duties and at any time while representing Elmore Glen.
- support fellow workers in their awareness of this policy.
- residents should consider this policy in their day-to-day contact with their neighbours and encourage residents to seek help and offer support if warranted.
- support and contribute to Elmore Glen's aim of providing a mentally healthy and supportive environment for all residents and employees.

All employees and residents have a responsibility to:

- take reasonable care of their own mental health and wellbeing, including physical health
take reasonable care that their actions do not affect the health and safety of other people at Elermore Glen.

Managers have a responsibility to:

- ensure that all workers and residents are made aware of this policy, actively support and contribute to the implementation of this policy, including its goals
- include articles and/or contact information for organisations which may support residents and employees' mental health by distributing in the resident newsletter or via memo to employees
- manage the implementation and review of this policy.

Communication

Elermore Glen will ensure that:

- all employees and residents receive a copy of this policy on request, the policy is available for viewing on the Elermore Glen website and on the resident community notice board
- this policy is easily accessible by all members of the organisation and residents of the Village
- employees and residents are informed when a particular activity aligns with this policy
- employees and residents are empowered to actively contribute and provide feedback to this policy
- employees and residents are notified of all changes to this policy.

Resources

If you or someone you know needs support, please contact:

- Contact your General Practitioner
- Beyond Blue 1300 22 4636
- Lifeline Australia on 13 11 14
- Head Health

Monitoring and review

Elermore Glen will review this policy twelve months after implementation and annually thereafter.

Effectiveness of the policy will be assessed through:

- feedback from residents, staff and management at the Village
- 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.