



Health and Well-being of Learners Policy - Work Works Training Solutions

1. Policy Statement:

Work Works Training Solutions is committed to promoting and supporting the health and well-being of all its learners. We recognise that a healthy and supportive learning environment is crucial for learners to achieve their full potential. This policy outlines our commitment to creating and maintaining such an environment, ensuring that learners feel safe, supported, and valued.

2. Aims and Objectives:

This policy aims to:

- Create a positive and inclusive learning environment that supports the physical, mental, and emotional well-being of all learners.
- Promote healthy lifestyles and choices amongst learners.
- Provide learners with access to information, advice, and support on health and well-being issues.
- Identify and address potential barriers to learning that may arise from health and well-being issues.
- Foster a culture of respect, empathy, and understanding within the learning community.
- Equip learners with the skills and knowledge to manage their own health and well-being effectively.

3. Scope:

This policy applies to all learners enrolled in any training programme offered by Work Works Training Solutions, regardless of age, background, or mode of study.

4. Responsibilities:

- **Work Works Training Solutions:** Is responsible for developing, implementing, and reviewing this policy; providing a safe and healthy learning environment; and ensuring that staff are adequately trained to support learner well-being.
- **Trainers and Assessors:** Are responsible for promoting a positive and supportive learning environment; being aware of and responsive to learners' health and well-being needs; signposting learners to appropriate support services; and modelling healthy behaviours.
- **Learners:** Are responsible for taking responsibility for their own health and well-being; seeking support when needed; treating others with respect; and contributing to a positive learning environment.

- **All Staff:** Are responsible for upholding this policy, reporting any concerns regarding learner well-being, and contributing to a safe and supportive learning environment.

5. Policy Principles:

- **Learner-Centred Approach:** We place the needs and well-being of our learners at the centre of all our activities.
- **Inclusivity:** We value diversity and are committed to creating an inclusive learning environment where all learners feel welcome and respected.
- **Confidentiality:** We respect learners' privacy and will handle all information relating to their health and well-being with confidentiality, in line with data protection regulations.
- **Early Intervention:** We are committed to identifying and addressing potential health and well-being issues at an early stage.
- **Partnership Working:** We will work in partnership with external agencies and organisations to provide learners with access to a wide range of support services.
- **Continuous Improvement:** We are committed to regularly reviewing and improving our approach to promoting learner health and well-being.

6. Procedures and Practices:

- **Safe and Healthy Learning Environment:**
 - Provide a physically safe and comfortable learning environment.
 - Promote healthy eating and hydration through the provision of water and healthy snack options where appropriate.
 - Encourage regular breaks and physical activity during training sessions.
 - Promote good posture and workstation setup where relevant.
- **Promoting Positive Mental Health and Well-being:**
 - Foster a culture of respect, empathy, and understanding.
 - Provide opportunities for learners to develop social connections and build relationships.
 - Offer training on stress management, resilience, and coping skills.
 - Promote mindfulness and relaxation techniques.
 - Work Works Training Solutions has designated Mental Health First Aiders on site to provide initial support to learners experiencing mental health difficulties. They are trained to recognise the signs and symptoms of common mental health problems, offer appropriate support, and guide individuals towards professional help if needed.

- **Information, Advice, and Guidance:**

- Provide learners with information on a range of health and well-being topics, including mental health, sexual health, drug and alcohol awareness, and healthy eating.
- Signpost learners to relevant external support services, such as counselling, helplines, and community organisations.
- Provide clear information on how to access support within Work Works Training Solutions, including how to contact a Mental Health First Aider.

- **Safeguarding:**

- Have a clear safeguarding policy and procedure in place to protect vulnerable learners.
- Ensure all staff are trained in safeguarding and know how to report concerns.

- **Reasonable Adjustments:**

- Make reasonable adjustments to training programmes and assessments to meet the needs of learners with disabilities or health conditions.

- **Training and Development for Staff:**

- Provide regular training for staff on health and well-being issues, including mental health awareness, safeguarding, and first aid. This includes training for designated Mental Health First Aiders.

7. Monitoring and Evaluation:

- This policy will be reviewed annually or as needed to ensure its continued relevance and effectiveness.
- We will regularly monitor the effectiveness of our approach to promoting learner health and well-being through:
 - Learner feedback surveys.
 - Staff feedback.
 - Analysis of data on learner engagement, retention, and achievement.
 - Monitoring use of support services, including Mental Health First Aiders.

8. Contact Information:

For any questions or concerns regarding this policy or learner well-being, please contact the designated Safeguarding and Wellbeing Lead: Mo Hussain (mo.hussain@workworkstrainingolutions.com) Details of our Mental Health First Aiders can be found on our induction booklet.

This policy is effective from 1/1/2024

Approved by: Mehmet Zeki (CEO)