City of Glasgow College

Mental Health Action Plan

Contents

Introduction

The College purpose is to '*Let Learning Flourish*' through **Inspiration, Excellence and Innovation**. Our core values include the 'Individual' and 'Equality, Diversity and Inclusion' supported by our key themes and priorities to support students to excel and realise their full potential (Students), and to achieve a healthy, supportive and collaborative working environment for both staff and students (Growth and Development).

In achieving an environment where students, staff and learning can flourish, good mental health is essential as it is at the core of our ability as humans to think, emote, interact with each other, earn a living and enjoy life. Rethink, a mental health charity considers everyone to have mental health "*being mentally healthy is also about having strengths to overcome the difficulties and challenges we can face at times in our lives – to have confidence and self-esteem, to be able to take decisions and to believe in ourselves*".

At City of Glasgow College we recognise that to develop our students' confidence, wellbeing, and skills for learning, work and life we need an approach that supports the whole individual throughout the learner journey. We believe this is best achieved by working collaboratively across the education sector and beyond with our Student's Association, the NUS, Schools, Local Authorities, Employers, Universities and third sector organisations to develop innovative transition arrangements and inspirational progression opportunities for our students.

Recently, public discussion about student mental health and wellbeing and the growing concerns from our staff about the increase and impact of mental health issues at the College, has led the College to conclude the need for a whole systems approach to meet the needs of students and the staff who teach and support students. The need for a whole systems approach has also been highlighted by NUS research into Further Education and Mental Health (2017) which called on colleges to 'not just invest in services but also to look at the whole of college life, and create policies and procedures to both provide better mental health support in addition to tackling its causes'.
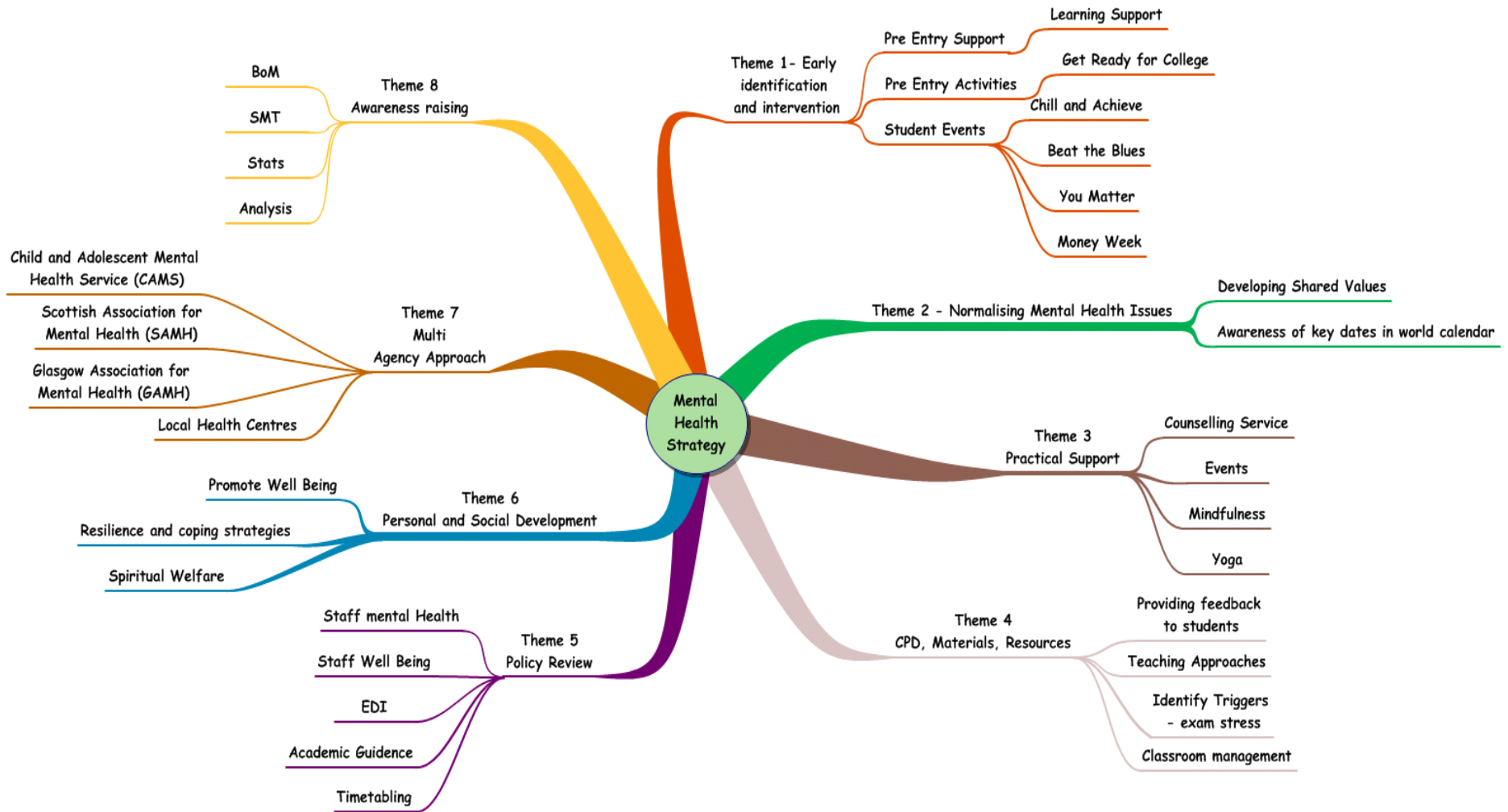
The City of Glasgow Student Mental Health and Wellbeing Action Plan has 8 key themes aimed at ensuring a whole college and multi-agency approach. These themes will be taken forward by a cross college working group which will meet to agree and implement actions throughout the academic year, and it is anticipated that the action

plan will continue to evolve as we work with our Students' Association to further develop a <u>Student Mental Health Agreement</u> in 2019/20.

Our Key Themes

1. **Early identification and intervention** for students who disclose a mental health issue or are referred for support.
2. **Normalising mental health issues** and developing shared values around mental health.
3. **Development of a range of practical supports** which are easy to access and responsive to the needs of our students.
4. **Development of CPD, materials, resources and approaches** to support the inclusive classroom.
5. **Continuous review of college policies, procedures and practices** to ensure these consider the impact on students and support student wellbeing.
6. **Personal and Social Development and Promotion of** good mental health and wellbeing across the College.
7. **Development of a multi-agency** and holistic approaches in supporting students at various stages throughout the learner journey.
8. **Awareness raising at Senior/Board level** of the social trends and influences both external and internal that affect student wellbeing and performance.

Mental Health Strategy

Mental Health Strategy (centre)

Theme 1 - Early identification and intervention
- Pre Entry Support
  - Learning Support
- Pre Entry Activities
  - Get Ready for College
- Student Events
  - Chill and Achieve
  - Beat the Blues
  - You Matter
  - Money Week

Theme 2 - Normalising Mental Health Issues
- Developing Shared Values
- Awareness of key dates in world calendar

Theme 3 - Practical Support
- Counselling Service
- Events
- Mindfulness
- Yoga

Theme 4 - CPD, Materials, Resources
- Providing feedback to students
- Teaching Approaches
- Identify Triggers - exam stress
- Classroom management

Theme 5 - Policy Review
- Staff mental Health
- Staff Well Being
- EDI
- Academic Guidence
- Timetabling

Theme 6 - Personal and Social Development
- Promote Well Being
- Resilience and coping strategies
- Spiritual Welfare

Theme 7 - Multi Agency Approach
- Child and Adolescent Mental Health Service (CAMS)
- Scottish Association for Mental Health (SAMH)
- Glasgow Association for Mental Health (GAMH)
- Local Health Centres

Theme 8 - Awareness raising
- BoM
- SMT
- Stats
- Analysis

Student Applications – Mental Health Disclosure

Students are asked to disclose their specific disability including any mental health issues at the application and enrolment stage (please see Action 1.1 in of the Mental Health Action Plan).

The table below shows that mental health issues are now the second highest disability disclosed by students.

Type of Disability	% applicants 2018/19	% applicants 2019/20
Dyslexia	34%	35%
Mental Health issues	18%	22%
Aspergers	20%	18%
A disability not listed	11%	8%
Unseen disability e.g. Diabetes, epilepsy, asthma	6%	7%
Deaf/have a hearing impairment	4%	4%
Mobility difficulties	4%	4%
Blind/partially sighted	2%	1%
Did not specify	1%	1%

Student Counselling Service

Currently City of Glasgow College have two full-time counsellors and they are supported by 3 placement students from Glasgow Caledonian University and University of Strathclyde. It should be noted that many FE Colleges do not have a professional counselling service on campus.

Table 1 below provides a 4 year trend on counselling service referrals. Figures for 2017/18 are based on numbers at April 2018 and it is anticipated that referrals this year will outstrip numbers referred in 2016/17. During the last academic year there

was a high number of students who failed to keep appointments with the Counselling Service. We are currently reviewing the counselling referral process and have piloted a self-referral system via My City to improve student engagement with the service due to enhanced autonomy and motivation to access counselling.

Table 1 - Counselling Service Referrals

Status	2014/15	2015/16	2016/17	2017/18	2018/19
Engaged with service	56	102	174	120	279
Appointment offered-no response	58	61	85	124	207
Waiting List	26	0	0	5	0
Total Referrals	**140**	**163**	**261**	**249**	**486**

Similar to previous years more female students than male students are referred to the service, with 160 female and 89 male referrals. Female students are also more likely to engage with the service by turning up for appointments. One of our key actions is to improve male engagement with support over the next two years.

Mental Health Action Plan

<table>
<tr><td colspan="7">Theme 1
Early identification and intervention for students who disclose a mental health issue</td></tr>
<tr><td colspan="2">Outcome 1.1</td><td colspan="5">Encourage and support students to disclose any mental health issues at the application and enrolment stage.</td></tr>
<tr><td></td><td>Related Actions</td><td>Lead</td><td>Stream</td><td>By</td><td>Stage</td><td>Measure of success</td></tr>
<tr><td>1.1.1</td><td>Increase number of applicants disclosing MHIs application stage using the specific disability box for mental health.</td><td>B Deeley</td><td>MHAP</td><td>Nov 2019</td><td>Complete, review annually.</td><td>Applications
2018/19: 2556 (13%) of total applications disclosed a disability, of which 682 (27%) selected mental health.
2019/20: 2806 (14%) of total applications disclosed a disability, of which 817 (29%) selected mental health.

Offers
2018/19: 996 (14%) of total applications disclosed a disability, of which 224 (22%) selected mental health.
2019/20:1143 (15%) of total applications disclosed a disability, of which 310 (27%) selected mental health.</td></tr>
<tr><td>1.1.2</td><td>Build partnerships with local mental health associations.</td><td>K Macleod</td><td>MHAP</td><td>June 2020</td><td>In progress</td><td>Partnerships in place with East Dunbartonshire Association for Mental Health. Connections made with SAMH and ALISS (NHS).</td></tr>
<tr><td>1.1.3</td><td>Review referral procedure for pre-entry and priority groups.</td><td>S Harrison/ G Brewster</td><td>MHAP</td><td>April 2019</td><td>Complete</td><td>In place May 2019, reviewed in November 2019.</td></tr>
</table>

1.1.4	Admissions sending automated Mental Health inclusive support information leaflet students who have disclosed an ASN of mental health.	B Deeley/ IT	MHAP	April 2019	Complete	Tested in April 2019, in place May 2019
Outcome 1.2	**Include those who disclose a mental health issue as one of the priority groups for pre entry learning support and development of a PLSP and transition plan.** **Encourage and support students disclosing a mental health issue to involve teaching staff in the discussion of potential trigger points and coping strategies for the year.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
1.2.1	Increased number of early LS interviews and partnership working with schools (transition plans).	Learning Support/ K Macleod	MHAP	Aug 2019	In progress	2018/19-increase in numbers declaring in year: 40 of KM referrals did not disclose MHI. 2019/20- Priority groups referral procedure should increase early interview and PLSP creation. Referrals to MHWB Co-ordinator have increased: 14 students continuing support from 2018/19. 7 referrals to MHWB Co-ordinator in July/Aug from LS, 5 from Student Advisors. Nov- total 63 on caseload.
1.2.2	Develop supporting questionnaire for LS Advisors to ask students who disclose MHI to inform PLSP and support package.	K Macleod/ G Brewster	MHAP	May 2019	Complete	Questionnaire in place from July 2019 and informs PLSP/reasonable adjustments. Students are informed of cross-college support/activities to support their mental health.
1.2.3	Develop training to support LS Advisors to with PLSP meetings with students who disclose MHI.	K Macleod/ G Brewster	MHAP	Jun 2019	Complete	Improve disclosures during PLSP assessments. 2018: 20 referrals from Learning Support to Mental Health and Wellbeing Co-ordinator Nov 2019: 23 referrals from Learning

						Support to Mental Health and Wellbeing Co-ordinator to date.
Outcome 1.3	**Ensure students who disclose MHI provide emergency contact details at enrolment.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
1.3.1	Ensure all students who disclose MHI provide details of next of kin on enrolment form.	Head of Student Records	MHAP	Aug 2018	Complete	100% collection of data achieved.
1.3.3	Consider type of details to be collected from international students who disclose a MHI.	L Anderson/ International / L Hardy	MHAP	Jan 2020	In progress	Discussion around local emergency contact.
1.3.4	Student Experience staff attend Riverside Student Experience meetings to inform staff on MH.	K Macleod/ L Hardy	MHAP	Dec 2019	Ongoing	Attended three meetings in 2018/19. Minutes available in S:\STUDENT_SERVICES\ STUDENT_SERVICES_COMMON_S HARE\ Riverside Student Experience Group. 2019/20- practitioners group to set meeting dates.
1.3.5	Develop mental health awareness module for new Maritime students.	K Macleod/ D Mannix	MHAP	Jan 2020	Ongoing	Number of students attending at each enrolment point.
Outcome 1.4	**Manage student expectations and review focus of Get Ready for College events to help students with transition to college. Good MH can be maintained through preparation to start college; having an understanding of what to expect and how to develop good supportive relationships; and how to access appropriate support to enable their learning to flourish.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
1.4.1	Improve retention of students through Get Ready activities.	S Harrison	MHAP	Feb 2019	Complete, review Dec 2019	Withdrawal statistics have improved slightly on 2017/18 for those with ASN of MH. Withdrawal rates: 2017/18: 17%. 2018/19:14%. 2019/20: 5% to date.
1.4.2	Identify groups for Get Ready	S Harrison/ B Deeley	MHAP	Mar 2019	Complete	All non-advanced and Performance Action Groups (PAGs) - attendance

						statistics at GRFC for 2019 available July 2019.
1.4.3	Provide opportunities for students to develop own coping strategies/ positive mind set to reduce stress at transition. Tree of Knowledge workshops.	S Cook	MHAP	Aug 2019	Complete, review KPIs in Nov.	College KPIs on early withdrawal, retention and success. Early retention stats available in Nov 2019.
1.4.4	Analyse data clusters and target support	G Brewster	MHAP	Sept 2018	Complete-reviewed annually	Improved early retention.
1.4.5	Develop lecturer and student referral systems to counselling service	Student Mental Health Team	MHAP	Nov 2018	Complete	See 3.1

Theme 2 Normalising mental health issues and developing shared values are mental health						
Outcome 2.1	**Awareness of a range of mental health issues through various pop-up stands/promotion of key dates and days.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
2.1.1 (link to 7.1)	Gather student opinion through focus groups and My Voice platform.	All	MHAP	April 2019	Complete	Student focus group in April 2019 to inform content for Mental Health Conference in Nov 2019. Results of My Voice survey.
	Deliver Health Body, Healthy Mind activities to improve student wellbeing.	HBHM working group	HBHM	Jun 2019	Complete	Case studies available in HBHM folder in S Drive Common Share
	Promotion of mental health related articles and interviews in City News and City Radio	K Macleod	MHAP	All year	Complete for 2018	Media clip Magazine stories to be provided by David McKinney
	Celebrate mental health awareness days.	All	MHAP	All year	Complete for 2018	Key dates celebrated

	Mental health and wellbeing key messages in HBHM events: • Oct- You Matter • Jan- Beat the Blues • Mar- Chill and Achieve	Student Mental Health Team	HBHM	Mar 2019	Complete for 2018	Engagement and feedback available in HBHM folder in S Drive Common Share
	Display key messages on classroom noticeboards.	Student Mental Health Team	MHAP	Jan 2020	In progress	Student awareness: numbers accessing services.
	Include MH as part of induction module and 8 Steps to Success toolkit	L Hardy/ K Macleod	MHAP	Aug 2019	Complete	Early retention data available Nov 2019.
Outcome 2.2	**Review staff training in relation to mental health awareness and managing challenging situations.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Improve capacity for training within the college.	Organisational Development	MHAP	June 2020	In progress	Jan 2019: 12 staff members have undertaken Train the Trainer for mental health awareness. 2019: plan for additional training resources for staff. August 2019: SMTH delivered training to 50 members of staff on supporting students in distress.
	Develop online learning materials on mental health and managing challenging behaviour.	Organisational Development	MHAP	Dec 2019	In progress	Number of staff completing module.
	Improve staff awareness of mental health conditions.	Organisational Development	MHAP	June 2019	Complete, review 2019	Dr Anna James delivered 'Building Resilience in Learners' and 'Resilience in Leadership' training for teaching and support staff in May 2019.

Theme 3	Develop a range of good quality services and practical supports which are easy to access and responsive to the needs of students.					
Outcome 3.1	**Develop a range of support for students presenting with complex mental health needs.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Create a referral process for students with complex MHIs.	K Macleod	MHAP	Mar 2019	Complete	Pilot referral process in place- 60 students referred to KM by 31 March of which 40 had no disclosure of MHI. Application Priority Groups Referral procedure piloted for session 2019/20-reviewed Nov 2019.
	Develop method of targeting students with MHIs where attendance is a concern to re-engage them with learning.	K Macleod/ C Rooney (Performance)	MHAP	Aug 2019	Complete	Increase in student attendance, retention and achievement. Update: Mental Health Tracker created on Dashboard.
	Procure digital platform and market to students to support their mental health.	S Harrison	MHAP	Aug 2019	On hold- considering regional bid.	Quote received for Big White Wall- in procurement process. Data on usage by Nov, Feb, April, June. Considering region-wide bid.
	Develop student resilience and awareness around online activities.	K Macleod/ Learning Support/ Student Engagement	MHAP	Nov 2018	Complete	Jan & May 2019: Building Resilience in Learners training for staff. Aug 2019: Tree of Knowledge workshops delivered resilience workshops to PAG groups.
Outcome 3.2	**Provide a professional counselling service.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Professional counselling service available to all students.	Student Mental Health Team	MHAP	Sep 2018	Complete	Service usage statistics: 2018-486 referrals. 2019- Interim report due Dec '19. Evaluation:

						2018: evaluation form introduced to gain qualitative feedback (StuExp Annual Review).
	Raise staff awareness of referral routes.	Student Mental Health Team	MHAP	Dec 2018	Complete, annual updates.	Student self-referral guide disseminated and available on Connected.
	Reduce non-attendance rates.	Student Mental Health Team	MHAP	June 2020	Ongoing	Referrals: 2018/19: 255 staff referrals. 166 contacted but no reply/DNA assessment. 231 self-referrals, 62 DNA assessment. Nov 2019: 81 staff referrals, 70 contacted no response/DNA assessment. 135 self-referrals, 42 DNA assessment. Counselling sessions: 2018/19: 846 sessions offered with 578 (68%) attended. 148 (17%) cancelled and 120 (14%) DNAs. Nov 2019: 165 sessions offered with 124 (75%) attended. 20 (12%) cancelled and 21 (13%) DNAs.
	Build service capacity through Trainee Counsellor placement opportunities.	Student Mental Health Team	MHAP	Jan 2019	Complete	2018: 3 trainees recruited. 2019: recruiting in Nov.
	Provide alternative therapy to person-centred counselling.	Student Mental Health Team.	MHAP	Jan 2019	Complete	2018: New partnership with ACT, training provider in CBT. Trainee counsellor in place. 2019: review partnership.

	Plan for increased capacity from funding from ScotGov.	G Plunkett, S Harrison, L Hardy	MHAP	Nov 2019	In progress	SFC issued guidance on 1 Nov-allocation for Glasgow Region. Plans to be submitted by 15 Nov. Baseline survey for end Nov.
Outcome 3.3	**Improve health literacy by developing a directory of age appropriate local services.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Develop a directory of age appropriate local services. To include apps and online resources as well as face-to-face, self-help materials, books, audio visual, online, apps, VR and guidance for students on how to use these.	Student Mental Health Team/ Library/ Learning Technologies/ Learning Support	MHAP	April 2019	Complete	Jan 2018: Directory available on MyCity HBHM Module and Counselling page. October 2019: launched online information on college website (replaces HBHM module).
	Include information on mental health and wellbeing in Student Induction module.	L Hardy	MHAP	Aug 2019	Complete	Student Welfare & Wellbeing section in induction module and health & wellbeing referred to across 8 Steps to Success.
Outcome 3.4	**Develop a range of alternative wellbeing activities to build service capacity.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Create a referral process to provide fee waiver for sports clubs and gym facilities for students engaging with service.	Student Mental Health Team	HBHM MHAP	Dec 2018	Complete	No. of students referred and approved.
	Provide Mindfulness sessions for students.	K Macleod	HBHM MHAP	Dec 2018	Complete	2018: x3 8-week courses completed. Taster sessions at H&WB events. 26 students engaged with the course. Mindfulness App included in HBHM module on MyCity. 2019: plan for x3 8-week courses.

	Provide yoga sessions for students to provide time for relaxation and space to de-stress.	K Macleod	HBHM MHAP	Dec 2018	Complete	2018: 134 students accessed free yoga. 97% of these students retained. Students feedback through Survey Monkey. 2019: yoga available for students from September.
	Source/develop psycho-educational workshops on a variety of issues e.g. anxiety/ depression, for students to self-refer onto.	K Macleod/ Learning Support	MHAP	March 2020	In progress	
	Work with partners to develop awareness raising workshops on specific MH issues e.g. self-injury/self-harm.	K Macleod	MHAP	April 2019	Complete	2018: x2 self-referral workshops delivered by Time & Space. 2020 planning to deliver workshops to specific class groups.
	Develop a consistent communication approach for campaigns.	K Macleod/ CitySA	MHAP	April 2019	Complete	See 5.4.
Outcome 3.5	**Consider logistical issues and support for students off campus e.g. at sea, distance learning.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Improve access to digital platforms which support student mental health e.g. Big White Wall; websites, crisis support.	Director Student Experience	MHAP	June 2020	In progress	Feb 2019: demonstration of BBW. Decision to be made on funding available for the platform. Oct 2019: new pages on college website launched to promote mental health and wellbeing. Analytics available from Corporate Communications.
	Increase number of students in Student Accommodation registering with a local GP practice.	K Macleod/ Student Advisors/ Accommodation	MHAP	Dec 2019	In progress	Consider strategy to improve student registration.

	Raise awareness of mental wellbeing to Maritime students.	AD Marine Engineering/ K Macleod	MHAP	Dec 2019	Ongoing	2018: 32 counselling referrals compared with 19 in previous year. April 2019: Brothers in Arms fortnightly pop-up stall introduced. Continuing in 2019/20. Aug 2019: Sailor's Society Not on My Watch posters distributed to all Riverside classrooms. Sept 2019 : Student counsellors delivered workshop for 21 male HND Maritime students at Riverside Feb 2020 – Culture Shock and Wellbeing workshop planned.
	Develop provision for international and away from home students to access mental health support.	Student Mental Health Team/ Student Advisors/ Student Engagement	MHAP	Aug 2019	Complete	All students have access to support services. Oct 2019: New pages on college website launched to promote mental health and wellbeing. Riverside You Matter event to raise awareness mental health & wellbeing. Jan 2020: Mindfulness course planned
	Include Riverside in Wellbeing events	Student Mental Health Team	MHAP SMHA	Annually by June	Complete	Jan & March 2019: wellbeing events held at Riverside. Numbers engaging & feedback available in: HBHM folder in S Drive: Common Share. Jan 2019: Mindfulness & yoga promoted at HBHM event.

						Oct 2019: You Matter event at Riverside to raise awareness.
Outcome 3.6	**Develop a stronger focus on protective factors such as coping strategies and promoting social and community networks, particularly for at-risk groups (particular focus on SIMD and young males).**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Develop new networks to support young males.	K Macleod	MHAP	April 2019	Complete	Jan 2019: KM developing partnerships with EDAMH and Time & Space. May 2019: Partnership agreement with Brothers in Arms in place. Future actions: build new partnerships to support
	Improve referral rates to counselling service from these groups.	Student Mental Health Team	MHAP	June 2020	In progress	2018/19: 36% of referrals had a SIMD10 postcode compared to 25% across the college. 35% of referrals were male compared with 51% across the college. Future actions: increase referral and engagement rates for both groups.
	Develop campaigns specifically targeting young males.	Student Mental Health Team/ CitySA	MHAP	June 2019	Complete for 2018	Sept 2018: focus on young males on World Suicide Prevention Day (see HBHM folder in S Drive: HBHM. April 2019: Brothers in Arms fortnightly pop-up stall introduced. Continuing in 2019/20. Sept 2019: Brothers in Arms

						Mental Health Awareness & Suicide Prevention workshops with 160 NPA Construction students. Future actions: Digital campaign to be delivered to promote Brothers in Arms (KM & CitySA). Review provision of MH specific workshops to target course groups (KM).
Outcome 3.7	**Review deceased student procedure to consider developing communication procedures and support offered to students following the death of a student.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Develop procedure	S Harrison	MHAP	June 2019	Complete	May 2019: New procedure in place.
	Raise awareness among staff of changes to procedure.	S Harrison	MHAP	Dec 2019	In progress	
	Develop critical incident procedure to support students.	S Harrison/ L Hardy/ Student Mental Health Team	MHAP	June 2020	In progress	

Theme 4						
Development of CPD, materials, resources and approaches to support the inclusive classroom.						
Outcome 4.1	**Review the staff guide: Supporting Students in Distress**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Hold focus groups to gather staff feedback	Student Mental Health Team	MHAP	Aug 2019	Complete	Aug 2019: Feedback gathered at One City events.
	Update information within Supporting Students in Distress Guide.	K Macleod	MHAP	Jan 2020	In progress	Updated Guide launch at Winter Warmer. Full review May 2020.
	Develop awareness raising campaign.	Student Mental Health Team	MHAP	Jan 2020	In progress	Plans for a marketing roadshow and digital awareness raising campaign.
Outcome 4.2	**Develop a Fitness to Study Policy**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Develop a policy to support students with mental health issues to maintain their course or defer their place to the following year.	Student Mental Health Team/ Learning Support	MHAP	July 2020	In progress	Number of students with declared MH issues retained. Learning Support questionnaire.
Outcome 4.3	**Review and re-issue the College Students Safeguarding Policy and Procedure**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Review Safeguarding policy and procedure	S Harrison	MHAP	Nov 2019	Complete	Jan 2019: SMHT recommendations submitted.
	Create a Safeguarding forum	S Harrison	MHAP	Dec 2019	In progress	Forum to meet once per block. Feedback to inform Safeguarding training and procedure.
	Develop training for new Safeguarding Co-ordinators following restructure.	S Harrison/ Organisational Development	MHAP	Jan 2020	In progress	Date moved to Dec 2019.
	Raise staff awareness of Safeguarding policy and procedure.	S Harrison	MHAP	Dec 2019	In progress	Number of referrals.

Outcome 4.5	Develop staff CPD for specific student groups (e.g. ASD) and themes (e.g. cyber bullying, exam stress, etc.)					
	Related Actions	Lead	Stream	By	Stage	Measure of success
	Learning Support to develop a programme of staff development workshops.	G Brewster	MHAP	Aug 2019	Complete	Number of staff engaging. Number of referrals.
	Develop a programme of workshops for class groups.	L Hardy/ G Brewster/ S Cook	MHAP	June 2020	In progress	2019: Workshops offer published on Connected. June 2020: Review number of workshops delivered.
	Host regional mental health conference on resilience in conjunction with external partners.	G Plunkett/S Harrison	MHAP	Nov 2019	Complete	Feedback from event available Jan 2020.
Outcome 4.6	Implement new attendance monitoring system by developing health and wellbeing 'triage' to ensure appropriate support and resources are used effectively.					
	Related Actions	Lead	Stream	By	Stage	Measure of success
	Student Funding team monitor and contact students when absent. Signpost appropriately.	B Deeley	MHAP	Jan 2019	Complete	Improved attendance. 2018: need stats.
	CEYP Named Advisor monitors and contacts Care Experienced young people when absent to encourage re-engagement.	L Hardy	MHAP	Jan 2019	Complete	2018: 327 enrolled, 204 successful, 71 withdrawn. 2019: 464 enrolled. Action for Children Support Worker in place.
	Review Guidance Procedures	G Plunkett/ S Wilson	MHAP	Aug 2019	Complete	Aug 2019: new Online Student Induction issued. Nov 2019: New Academic Advisor Guide issued.

Theme 5						
Review college policies, procedures and practices to ensure these consider the impact on students and support student wellbeing.						
Outcome 5.1	**Include consideration of wellbeing in equality impact assessments.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Agree framework with EDI Manager	K Macleod	MHAP	Jan 2020	In progress	New EDI Manager in post from March '19. Met in summer to discuss.
	Update guidance notes for completing EQIA to include wellbeing when making an assessment under the Disability protected characteristic.	EDI Manager	MHAP	Jan 2020	In progress	KM met with EDI Manager in summer. Follow-up required.
Outcome 5.2	**Improve understanding of the relative importance and potential interaction of difference 'stressors' for students around the curriculum so that preventative solutions can be put in place e.g. assessments, exams, start of term, project groups.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	CitySA to provide feedback on ideas generated from My Voice to MH Working Group.	CitySA	MHAP HBHM	Oct 2018	Complete	2019: Changes to timetables.
	Actions to be approved by SMT	SMT	HBHM	June 2020	In progress	
Outcome 5.3	**Review communal spaces to ensure these support wellbeing.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	CitySA to provide feedback from students on communal spaces.	CitySA	HBHM	June 2019	Complete	Feedback through MyVoice platform.
	Consider changes to timetabling e.g. staggered lunched to free up communal spaces on breaks.	CitySA	HBHM	June 2019	Complete	Aug 2019: Staggered start times and lunches introduced. Feedback from students is mainly positive.
Outcome 5.4	**Develop a Student Mental Health Agreement**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**

	Publish Student Mental Health Agreement	CitySA	HBHM MHAP	June 2019	Complete	Aug 2019: Agreement signed by Principal and VP Equalities & Wellbeing. Available on CitySA [website]().
	Work with CitySA and NUS on trends and influences affecting student health and wellbeing.	K Macleod/ CitySA	HBHM MHAP	Dec 2019	In progress	Dec 2018: VP Equality and Wellbeing & K Macleod met with NUS.
	SHMA report for NUS to support HBHM Award submission.	CitySA	HBHM	June 2019	Complete	2018: achieved 5 Stars in HBHM Awards. 2019: achieve outcomes of SMHA.
	Create working group to continue momentum of SMHA throughout the year to ensure targets are met.	CitySA/ S Cook/ L Hardy/ K Macleod	HBHM MHAP	Sep 2019	Complete	Sept 2019: Working group set up to review actions of CitySA & support services. Events working group also set up to co-ordinate events.
Outcome 5.5	**Review relevant policies to mental health to ensure they are student-centred and enable staff to support students in distress and deal with mental health difficulties effectively.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Training designed and delivered to build staff capacity in supporting students in distress.	Student Mental Health Team	MHAP	June 2020	In progress	Aug 2019: approx. 50 staff attended sessions at One City event. Jan 2020: revised Supporting Students in Distress guide to be launched to staff. April 2020: SMHT to deliver webinar training to Library staff.
	Create sub-group of MH Working Group to review polices.	Student Mental Health Team/ CitySA	HBHM MHAP	April 2020	On hold	2019: College-wide review of policies and procedures. Await recommendations.
Outcome 5.6	**To review support available for staff to improve their own mental health and wellbeing so that they are effectively equipped to support students with mental health issues.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Introduce a programme of activities including Mindfulness and exercise to improve staff wellbeing.	Organisational Development	MHAP	June 2019	Complete	Jan 2019: Staff Wellbeing Programme launched. Monitoring of quantitative and qualitative data e.g. participants and

						staff evaluations available at end of June.
	Staff feedback and ideas for additional wellbeing activities are taken into account.	Organisational Development	MHAP	June 2019	Complete	Staff surveys.
	Employee Assistance Programme available for staff who need counselling support.	Human Resources0	MHAP	June 2019	Complete	2019: PAM Assist procured to provide staff counselling.

Theme 6						
Communicate and promote good mental health and wellbeing in personal and social development and in learning and teaching.						
Outcome 6.1	**Provide information on wellbeing at the pre-entry and induction stage (this is different from encouraging disclosure).**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Improve student awareness of support available at pre-entry stage.	S Harrison/ G Brewster	MHAP	June 2019	Complete	June 2019: Admissions Priority Groups Referral procedure introduced. Information leaflets on support available for MH issues emailed directly to offer holders to encourage early engagement with Learning Support.
	Create a tool for LS Advisors to assess needs for students declaring MH issue.	K Macleod/ L Hardy/ G Brewster/ S Harrison	MHAP	June 2019	Complete	Aug 2019: training delivered to LS Advisors on using tool to support PLSP and possible referral to K Macleod.
	Create a procedure for referral to Mental Health and Wellbeing Co-ordinator	K Macleod	MHAP	June 2019	Complete	2018: pilot procedure in place for session 2019. Agreed referral procedure to be in place for Jan 2020.
	Create a 'pop-up' box for the application tracker to include personalised information on support services linked to individual needs.	B Deeley/ IT	MHAP	Jan 2020	In progress	Further development to personalised email with LS leaflets.
	Improve information on College website on support available for students with MH issues.	Student Mental Health Team/ Learning Support	MHAP	Jan 2020	Complete	Oct 2019: new pages on website added with more information on support available including counselling and Mental Health & Wellbeing Co-ordinator.
Outcome 6.2	**Raise awareness of related issues that impact on mental wellbeing such as sexual health, alcohol/substance misuse, finance and debt. There may be other areas which are relevant to specific groups or themes in the College e.g. gender based violence, cyber bullying, LGBTQ+, social exclusion, away from home students (including those at sea) and those that are care experienced.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**

	Key dates celebrated.	K Macleod	MHAP HBHM	June each year	Complete	2018: World Suicide Prevention Day campaign at Riverside Campus. Student Engagement team events calendar for academic year completed. World Mental Health Day and World Kindness Day celebrated via digital campaigns. 2019: World Mental Health Day celebrated by a week of events in the Library offering creative writing, student photography exhibition, relaxation space and Wellbeing books. 86 students participated. You Matter Event in October. Report available in Common Share.
	Information/resources around these issues to be included in Student Accommodation Welcome pack.	K Macleod	MHAP SMHA	July 2019	Complete	Aug 2019: all new residents receiving information on counselling service, planned events, and external support agencies.
	Named Advisor to support Student Mental Health Team with events and campaigns.	L Hardy/ Student Advisors	MHAP SMHA	Aug 2019	Complete	2019: Report to be completed for You Matter Event. Plans in place for Winter Warmer in January.
	Develop a Gender Based Violence Action Plan.	L Hardy/ EDI Manager	MHAP	Dec 2020	In progress	Aug 2019: Emily Test door stickers provided to Student Accommodation. Membership of Fearless Glasgow. Erase the Grey campaign- 16 Days of Action.
	Named Advisor to support student health promotion.	Student Advisors	MHAP	Aug 2020	Complete	Oct 2019: health promotion included as part of You Matter.
	Named Advisor to be single point of contact for issues impacting LGBTQ+	Student Advisors	MHAP	Aug 2020	In progress	Jan 2019: LGBTQ+ student led events at both campuses to raise

	students, particularly for students who are transitioning.					money for Stonewall Scotland. 51 students engaged with stalls.
Outcome 6.3	**Develop a range of events that promote good mental health e.g. World Mental Health Day and You Matter; self-help and resilience such as sports and smoking cessation.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Plan and facilitate wellbeing events throughout the year.	Student Mental Health Team/ Student Advisors	MHAP HBHM	June 2019	Complete	Numbers engaging and feedback available in HBHM folder in S Drive: Common Share.
	Consider events/campaigns in addition to 3 main events.	Student Mental Health Team	MHAP HBHM	June 2019	Complete	Sep/Oct 2018: Pop-up events for WSPD and WMHD at Riverside.
	Smoking Cessation support offered to students.	L Hardy/ Student Advisors	HBHM	June 2019	Complete	2018/19: NHSGGC Quit Your Way team provided weekly clinics to support. 2019/20: service procured for 3rd year.
	Consider development and integration of creativity and the arts to promote good mental health.	Student Mental Health Team/ CitySA	MHAP SMHA	June 2020	In progress	2019: embed creative options into events. See 6.2.
	Support students to consider exercise as a wellbeing tool.	Student Mental Health Team	MHAP SMHA	Jan 2019	Complete	Getting into Sport booklet produced to encourage students to exercise and take part in sport.
	Raise awareness of sports clubs available to students.	Sports Co-ordinator/ CitySA	SMHA MHAP	Jan 2019	Complete	Jan 2019: developed a referral programme for fee waiver for sports clubs/gym for students accessing counselling/MH support. Agreed for session 2019/20.
	Plan wellbeing events for academic year 2019/20.	Student Mental Health Team/ G Clarke	MHAP SMHA	July 2019	Complete	Dates set for events in Oct, Jan, & March. Oct 2019: You Matter event completed.
Outcome 6.4	**Continue to offer and develop learning support for students in time management, study skills and exam strategies. Look at timing and Faculty focus.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**

	LS to develop new and refresh existing online materials to support the learning process.	Learning Support Team	MHAP	June 2020	In progress	Learning Support questionnaire results Aug 2019: 8 Steps to Success module launched as part of Induction Module.
Outcome 6.5	**Continue to offer workshops on money management, debt and student funding.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Built staff capacity through training.	L Hardy	MHAP	Aug 2019	Complete	Aug 2019: training deliver by Money Advice Scotland.
	Improve partnership working to increase capacity.	L Hardy	MHAP	Aug 2019	Complete	Money Advice Scotland can provide student focussed workshops and resources to support student budgeting/money management.
Outcome 6.6	**Continue to offer workshops on motivation, class relations and EDI.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Review how academic guidance can be effectively utilised consistently to deliver workshops to support student mental health and wellbeing.	Student Engagement	MHAP	June 2020	In progress	Academic Guidance handbook has been created and distributed to staff.
	Develop a programme of workshops to support student wellbeing.	S Harrison/ Student Services Managers	MHAP	June 2020	In progress	Aug 2019: Student Services workshops booklet available on MyCity. Review demand in June 2020.
Outcome 6.7	**Encourage the Students' Association to develop a wellbeing society.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	CitySA to set up Wellbeing Society	CitySA	MHAP	Oct 2018	Complete	2018: Society set up-challenges around disclosure. 2019: new society set up with clear remit and boundaries.
	Gain feedback from Wellbeing Society to inform MHAP and SMHA.	CitySA/ Student Enagement	MHAP SMHA	Dec 2019	In progress	Feedback available from SMHA Project & Working grp meetings.

Outcome 6.8	Continue to provide spiritual care provision through the College Chaplaincy and Quiet Reflection space on City and Riverside.					
	Related Actions	Lead	Stream	By	Stage	Measure of success
	Improve student awareness of support available through the Chaplaincy.	EDI Manager	MHAP	Nov 2018	Complete, review annually	2018: Chaplains stalls at each wellbeing event. Specific religious days marked with activity/services e.g. Ash Wednesday. 2019: EDI to produce calendar of events.
	Raise staff awareness of Chaplaincy as a 'listening ear' for students and as a complementary alternative to Student Support Services.	EDI Manager	MHAP	June 2020	In progress	EDI team to improve staff awareness of service. Oct 2019: Chaplains attended You Matter events at City and Riverside.
	Provide Chaplains with space in Student Services to improve accessibility.	Director Student Experienced	MHAP	Nov 2018	Complete	2018: space reserved in Student Services touch down area for Chaplains.
	Increase student awareness of Quiet Reflection Rooms at both campuses.	EDI Manager	MHAP	March 2019	Complete	2018: QR Room reviewed and changes made to set-up to make more user friendly.

Theme 7						
Development of a multi-agency approach in supporting students at various stages throughout the learner journey.						
Outcome 7.1	**Develop a range of partner networks to build capacity within the College. Look at potential for on-campus partnerships with NHS, SAMH and GAMH for example. Look at other LS groups.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Provide regular workshops/ pop-up stalls for external providers to increase capacity.	K Macleod	MHAP	June 2019	Complete	April 2019: Time & Space Self-injury workshops. Brothers in Arms fortnightly pop-up stall in City Workwear Café & Riverside began. May 2019: Brothers in Arms partnership (see 3.5) agreement in place.
	Consider networks to support student homelessness challenges.	L Hardy	MHAP	June 2019	Complete	Jan 2019: formalised partnership with Simon Community Glasgow to provide weekly information stall.
	Improve links for students impacted by domestic violence.	L Hardy	MHAP	June 2019	Complete, review for 2019.	2018: introduced monthly pop-up by Glasgow East Women's Aid. Aug 2019: reviewed 'report a concern' page on website to include more referral agencies.
	Develop a regional working group of Colleges and Universities	Director Student Experience	MHAP	Feb 2019	Complete, review for 2019	2018: L Hardy member of CDN Access & Inclusion and Guidance Network steering groups. Meeting x3 times a year. Jan 2019: Student MH Team have met with regional colleges, Fife College, Strathclyde University to share best practice in relation to Safeguarding and promotion positive student wellbeing.

						2019: Student Mental Health team to apply for institutional membership of HEI Mental Health Advisors Network.
	Facilitate a Regional Mental Health event	S Harrison	MHAP	Nov 2019	Complete	Conference organised for 8 November 2019.
Outcome 7.4	**Obtain student feedback on the student experience to improve service responsiveness to issues affecting students e.g. through the Your Voice Counts work with Class Reps.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Questions added to My Voice to provide feedback on issues.	Student Engagement Team	MHAP	May 2019	Complete	Director Student Experience to provide feedback to K Macleod from MyVoice to inform planning for 2019/20.
	Support services request feedback from students.	Student Mental Health Team/ Learning Support	MHAP	June 2019	Complete	2018: Counselling Service feedback questionnaire introduced (SS Annual Review). Mindfulness & yoga: 134 students accessed free yoga. 97% of these students retained. Students feedback through Survey Monkey. 2019: interim report available at end of December.
Outcome 7.5	**Collaborate across the sector to ensure that a range of accommodation is available at difference price points to reduce financial stress, while ensuring there is provide of 'community' approach throughout.**					
	Related Actions	**Lead**	**Stream**	**By**	**Stage**	**Measure of success**
	Review content within Accommodation Guide.	L Hardy	MHAP	May 2019	Complete	May 2019: Student Accommodation Guide includes information on Simon Community Nightstop Project and Rent Deposit Scheme for under-25s. Information included on a wide range of accommodation available in Glasgow at different price points and deposit levels.

31

	Include signposting to Homelessness services in Student Accommodation Guide and on social media channels.	Student Advisors	MHAP	May 2019	Complete	May 2019: Student Accommodation Guide includes information on contacting Social Work/ Glasgow City Mission depending on time of day.
	Improve information available to students on their rights as tenants by building partnership with Shelter Scotland to improve response times.	Student Advisors	MHAP	Dec 2019	In progress	Nov 2019: Shelter have provided information on signposting and template letters for students to take to Homeless Services.

Theme 8
Awareness raising at Senior/Board level of the social trends and influences both external and internal, which affect student wellbeing and performance.

Outcome 8.1	Develop appropriate impact and performance measures on student mental health and wellbeing and provide analysis to Faculty/SMT.					
	Related Actions	Lead	Stream	By	Stage	Measure of success
	Feedback provided to SMT, Board and Student Staff Equalities C'ttee on trends influencing student wellbeing.	Director Student Experience	MHAP	May 2019	Complete	Nov 2019: Mental Health Conference.
	Report on activities to improve student wellbeing.	Director Student Experience	MHAP	May 2019	Complete	May 2019: HBHM 5 Stars awarded for 2nd consecutive year.
	Provide feedback on current spaces within the college and identify changes to improve student wellbeing and performance.	Director Student Experience	MHAP	Dec 2019	In progress	2018/19: CitySA feedback on communal spaces. Improvements to student timetables provides more space at breaks.

50% of mental health problems are established by **AGE 14**

75% of mental health problems are established by **AGE 24**

1 in 3

1 in 3 adult mental health conditions relate directly to adverse childhood experiences

£105 billion

The cost to the economy of all-age mental health problems is estimated at £105 billion a year – roughly the cost of the entire NHS

NHS

6,233 suicides were recorded in the UK for people aged 15 and older.

78% of these were male