

Mental Health Workplace Policy

Purpose

[Business name] is committed to creating and maintaining a mentally healthy and safe workplace where workers are treated with respect and supported to perform their work safely.

We recognise that psychological health and safety is an important part of workplace health and safety.

Scope

This policy applies to:

- select any of the below that apply to your workplace
- all workers
- managers and supervisors
- team members
- contractors
- volunteers
- visitors to the workplace.

Our commitment

[Business name] is committed to:

- select any of the below or add your own
- identifying and managing psychosocial hazards
- consulting with workers about health and safety matters
- promoting respectful and inclusive behaviour
- supporting workers experiencing mental health concerns
- responding appropriately to reports of inappropriate behaviour
- providing clear information about available supports.

Responsibilities and expectations

Management and supervisors

Managers and supervisors are responsible for:

- select any of the below or add your own
- promoting respectful workplace behaviour
- identifying and responding to psychosocial risks
- consulting with workers
- supporting workers appropriately
- escalating concerns where required.

Workers

Workers are expected to:

- select any of the below or add your own
- treat others respectfully
- follow workplace policies and procedures
- raise health and safety concerns
- participate in consultation activities.

Reporting concerns and accessing supports

Workers are encouraged to report:

- select any of the below or add your own
- psychosocial hazards
- bullying, harassment, and other inappropriate behaviour
- mental health concerns that impact safety
- unsafe workloads and tasks.

Reports can be made to:

- [Supervisor]
- [Manager]
- [Contact person]
- [Health and Safety Representative].

Workers can access support through:

- [Employee Assistance Program]
- [Manager/Supervisor]
- [other support services available].

Review

This policy will be reviewed:

- every [12 months/2 years]
- following significant workplace changes
- after serious incidents in the workplace.

X

[Name, Position]

[Date]