

LJFS: Mental Health and Wellbeing strategic action plan

Leadership and management	Action	When	Who	Success criteria	Resources	Review
	Head teacher to identify key staff (e.g., SMHL, pastoral leads, PSHE lead) to have responsibility for mental health across the school	Sept 2024	CK	There is a mental health team that is working with the SMHL, and key staff are in place	Time	Reviewed 5/2/25
	An SMHL has been identified and has received training from a DfE-approved provider	Sept 2024	SM	The SMHL has attended training and used the DfE grant	DfE grant	Reviewed 5/2/25
	Identify a link governor for wellbeing and make arrangements for feedback/discussion	Oct 2024	CK	There is a named governor for mental health	Governor and SMHL time	Reviewed 5/2/25
	SMHL or designated member to attend the SMHL network events and CPD sessions	Nov 2024 March 2025 June 2025	SM	Attendance at network and events	Cover costs	Review March 2025
	Mental health strategic plan integrated into the school improvement plan	Nov 2024	SM and CK	Strategic plan is aligned to school priorities and mental health provision	SMHL time	Reviewed 5/2/25
	SMHL to develop an agreed school-wide vision for mental health	Dec 2024	SM, CK, LS	A vision in place which is shared by all	Briefing	Reviewed 5/2/25

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	To undertake an audit with the SLT and students to create a strategic plan	Autumn 2024	SM, CK, LS	There is a strategic plan in place which reflects the needs of the school	Management cover	Reviewed 5/2/25
Ethos and environment	To make all staff aware of vulnerable students and how to ensure their involvement in all aspects of school life	Feb 2025	TS	All staff are aware of vulnerable students and inclusion	Staff briefing or pastoral briefing	Review end of Feb 2025
	To promote the places of support and positive language around mental health for students and staff	Spring term 2025	SM, TS, DA, JJ and student leadership team	Students and staff know how and where to access support. Students feel comfortable and safe talking about their mental health	Mental health and wellbeing display boards Staff briefings, assemblies, posters, newsletter	Review end of Spring Term
	Reduce the stigma around mental health through: - Normalising mental health and support, e.g., newsletters, assemblies, website - Implementing an open-door policy	March 2025	SM	Questionnaires indicate that staff and students are confident to raise mental health concerns and know that they are actioned or acted upon	Leadership time	Review end of March 2025

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Identifying need and monitoring impact	All students in key year groups (5, 7, 9) to undertake a 'letter to self'-type activity, to identify emerging vulnerabilities	Oct 2024	SM, TS, DA, JJ	All vulnerable and possible emerging difficulties are identified	Form time PSHE time	Review with Y7 and Y9 form tutors February 2025
	Key staff to analyse data and information to create a vulnerability register/map	Nov/Dec 2024	TS, DA, JJ, form tutors	There is a vulnerability register/map in place	Cover costs	Reviewed 5/2/25
	To reflect on current interventions/support and allocate students to the most appropriate interventions, adding additional support when needed	Jan 2024	SM, TS, DA, JJ	Clear systems which show interventions for each level of need (pyramid of need)	Management time	Reviewed 5/2/25
	Monitor the impact of interventions regularly using the most appropriate tools, taking a graduated response where necessary	Every 6 weeks, starting Dec 2024	SM, TS, DA, JJ	Clear systems and documents which monitor impact and escalation where necessary	Pastoral team time	Reviewed 5/2/25
Curriculum, teaching and learning	Work alongside the PSHE lead to ensure common worries and concerns from screening are included in the curriculum and delivered regularly	Jan 2024	SL, SM	The PSHE curriculum is taught regularly and contextual to the needs of the school	Cover costs Management time	Reviewed 5/2/25
	To work alongside the PSHE lead to ensure plans are in place for teaching students coping mechanisms, managing feelings and stress management	April 2025	SL, SM	The PSHE curriculum medium-term plans include coping mechanisms, feelings and stress	Training costs Management time	Reviewed 5/2/25

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	Review the assembly plan to include some regular sessions on resilience and mental health	Feb 2025 (mental health awareness week and beyond)	SM, TS, DA, JJ	The assembly school plan includes session on mental health and resilience	Cover costs Management time	Review end of February 2025
	To audit current provision across subjects to create links and opportunities to teach resilience and promote wellbeing, including PE/sport	May 2025	Subject leads	Schemes of learning demonstrate where and how resilience and wellbeing are taught across most subjects	Curriculum meeting time	Review end of May 2025
Student voice	To plan and implement a range of opportunities for gathering student voice, which are then reflected in strategic planning	March/April 2025	Student leadership lead, SM	Students feel their views are sought and reflected in school activities	Cover costs	Reviewed 5/2/25
	To create a safe place where students can go to when feeling overwhelmed/in crisis	May 2025	SM, TS	There is a safe, quiet space that students can access	Management time	Reviewed 5/2/25
	To provide an extra-curricular programme that vulnerable students can access	June/July 2025	JJ	There is a planned extra-curricular programme	Management time	Review July 2025
	Track and monitor attendance for extra-curricular activities	June/July 2025	JJ	Staff are aware of which students are accessing clubs and extra-curricular activities	Management time	Review July 2025
	To create a student wellbeing group that will help to shape the school's wellbeing offer	Sept 2024	SM, CK	There is a student wellbeing group, whose ideas and activities are reflected in strategic plans	Management time	Reviewed 5/2/25

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Staff development	When policies are planned for review, evaluate them to ensure they reflect the mental health and wellbeing practices of the school	Autumn term 2024 (as and when)	SM, CK, LS	Policies and staff induction include mental health and wellbeing	Management time	Reviewed 5/2/25
	To develop a staff wellbeing plan aligned to the DfE's staff wellbeing charter, which addresses local need	Autumn term 2024	SM, CK	There is a staff wellbeing plan in place and shared	Management time Training	Reviewed 5/2/25
	To implement a systematic and planned approach to staff reward and recognition	Spring 2024	CK	Staff report that they feel valued, and their efforts are recognised	Management time	Reviewed 5/2/25
	SLT to review the impact on staff workload when new initiatives are planned	Nov 2023	CK	Staff report that workload is considered	SLT meeting time	Reviewed 5/2/25
	To plan and implement a range of opportunities for gathering staff voice and are they reflected in strategic planning	Summer term 2025	SM	Staff feel their views are sought	Management time Questionnaires	Reviewed 5/2/25
	To develop the confidence of all staff on spotting the signs of mental health difficulties and knowing how to provide support	Jan 2025	SM, TS, DA, JJ	Staff feel confident to deal with mental health difficulties Mental health CPD is planned to the school's CPD calendar.	CPD time Planning	Reviewed 5/2/25

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	To promote the internal and external support that is available for staff to keep themselves mentally healthy	March April May 2025	SM	All staff know how to access support for looking after their own wellbeing, including the Employee Assistance programme	Newsletters Staff wellbeing board	Reviewed 5/2/25
Parents, carers and families	To promote mental health and wellbeing to parents, carers and families and signpost to appropriate local and national organisations	Spring term 2025	SM	Newsletter provided, and the school website reflects the mental health and wellbeing offer of the school and provides sources of support	Management time	Reviewed 5/2/25
	To create a range of workshops/resources for parents and carers on how to support their child's mental health and wellbeing	Summer 2025	SM, TS	Parents who have attended the workshops report a greater understanding of how they can help their child	Workshops Management time questionnaires	Review June 2025
Targeted support and appropriate referral	To get to know local external agencies and early help support, including referral routes and thresholds for accessing help	Autumn term 2024	SM	Pastoral team are confident to refer and access help within the school's local context	Cover costs	Reviewed 5/2/25
	Engage in local mental health networks with schools	Spring term 2025	SM	Confident SMHL who gains support and provides support to others	Cover costs	Review April 2025

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