

Mental Health First Aid Policy

Thomas Johnstone Limited will:

- Adopt and foster a positive mental health and well being culture throughout the organisation, with zero tolerance of negative association and discrimination in relation to an individual's mental health. Mental Health and Safety is as important as physical Health and Safety.
- Actively promote an open attitude to mental health, encouraging employees to identify and commence dialogue with trusted colleagues or our trained Mental Health First Aiders (MHFA), such that we can all contribute to creating and maintaining a safe and healthy working environment for all.
- Prevent as far as practicable any circumstances of workload creating detrimental effects to any employees mental health and wellbeing.
- Support employees who have mental health difficulties to realise suitable support form external agencies and help them achieve their fullest potential and fulfil the demands of their role.
- Implement and maintain a MHFA Action Plan to manage the risks associated for our MHFA and employees, ultimately at all our work locations.
- Regularly monitor and revise our MHFA Action Plan as necessary, ensuring sufficient resources to allow our MHFA to provide assistance, without detriment to themselves.
- Take necessary steps to aid recovery of employees, through HR and as agreed with Directors.
- Ensure the HR Director carries out reviews of our MHFA own well-being and resources on a bi-annual basis.
- Ensure that responsibilities for MHFA are allocated, accepted willingly, understood, monitored and fulfilled. They must see their role as being comparable to a physical health First Aider, to potentially guide people to appropriate professional help.
- Ensure that all discussions in relation to mental health will be carried out in strictest confidence and also in accordance with our Privacy Policy and GDPR legislation. MHFA will discuss every case with the HR Director.

We are committed to ensuring good mental health for all in line with the above. This policy will also be available to external interested parties on request via our website www.tjl.com

Signed:



Name: David Haddow

Position: Joint Managing Director

Date: 1 March 2021