

# **St Richard's Catholic College**

## **MHEW Support Guidance and Threshold document for St Richard's Catholic College**



**The Policy was approved by the Governing Body:      March 2023**

**Chair of Governors:**

**The Governing Body will review the policy in March 2024**



**ST RICHARD'S  
CATHOLIC COLLEGE**

## **MHEW Support Guidance and Threshold document for St Richard's Catholic College**

### **Aims and purpose of Panel**

The Emotional Health and Wellbeing Panel is a forum and opportunity for our school and outside agency staff to work collaboratively and consider the emotional health and wellbeing needs of our pupils and families. It convenes each week as part of Pastoral Care meetings. The aims of the panel are as follows:

- To identify and action appropriate emotional health and wellbeing support for our pupils
- To provide a reflective space to support staff working with pupils and their families
- To support and offer advice and guidance to parents/carers of our pupils
- To work closely with agencies that work within and outside our school to signpost appropriate support and intervention to our pupils and families

### **Organisation and membership of Panel 2020-21**

Standing members:

- Vice Principal of Pastoral Care/Senior Mental Health Lead
- Pastoral Leaders Years 7-11
- Pastoral Care Manager/MHEW lead
- SENCO
- Hive Pastoral Teaching Assistants

List of additional key school staff (names and roles)

#### **Designated Safeguarding Team**

Safeguarding Lead:

Mrs D Bligh – Vice Principal

Deputy Safeguarding Leads:

Miss D Cronin – Principal

Mr J Bligh – Pastoral Leader Year 7

Mr J Campbell - Assistant Principal / Pastoral Leader Year 10

Mrs Hills – Pastoral Leader Year 9/Safeguarding Officer (CLA)

Mrs Dann – Pastoral Support Manager

Mr Smith – SENCO

Mrs S Ellis – Pastoral Teaching Assistant

Mr J Steele – Pastoral Leader

Mrs A Horan - Safeguarding Governor

### **Mental Health First Aid Trained Staff**

Mrs K Britt – SEN Office

Miss J Doyle – Lay Chaplain

Mr C Eyre – Maths teacher

Mrs A Hills – Pastoral Leader Year 9

Mrs B Knight – Dance teacher

Mr I Smith – SENCO

Mr J Steele – Pastoral Leader Year 8

Mrs D Bligh – Vice Principal/DSL

Mrs R Byrne – Subject Leader Music

Mr J Campbell – Assistant Principal, PL Year 10

Mrs N Campbell – Year 7 TA Co-ordinator

Mrs J Di Mascio – Year 9 TA Co-ordinator

Mrs S Ellis – Pastoral Teaching Assistant

Mrs R Forster-Simmons – Business Studies teacher

Mrs G Hook – Senior Cover Supervisor

Ms C Hubbard – HLTA/Cover Supervisor

Mrs K Lea-White – Year 10 TA Co-ordinator

Miss H McKay – English teacher

Mr M Padgham – English/Pastoral support

Mrs L Taylor-Singfield – Pastoral Teaching Assistant

Miss S Tester – MFL teacher

Ms F Tocknell – Librarian

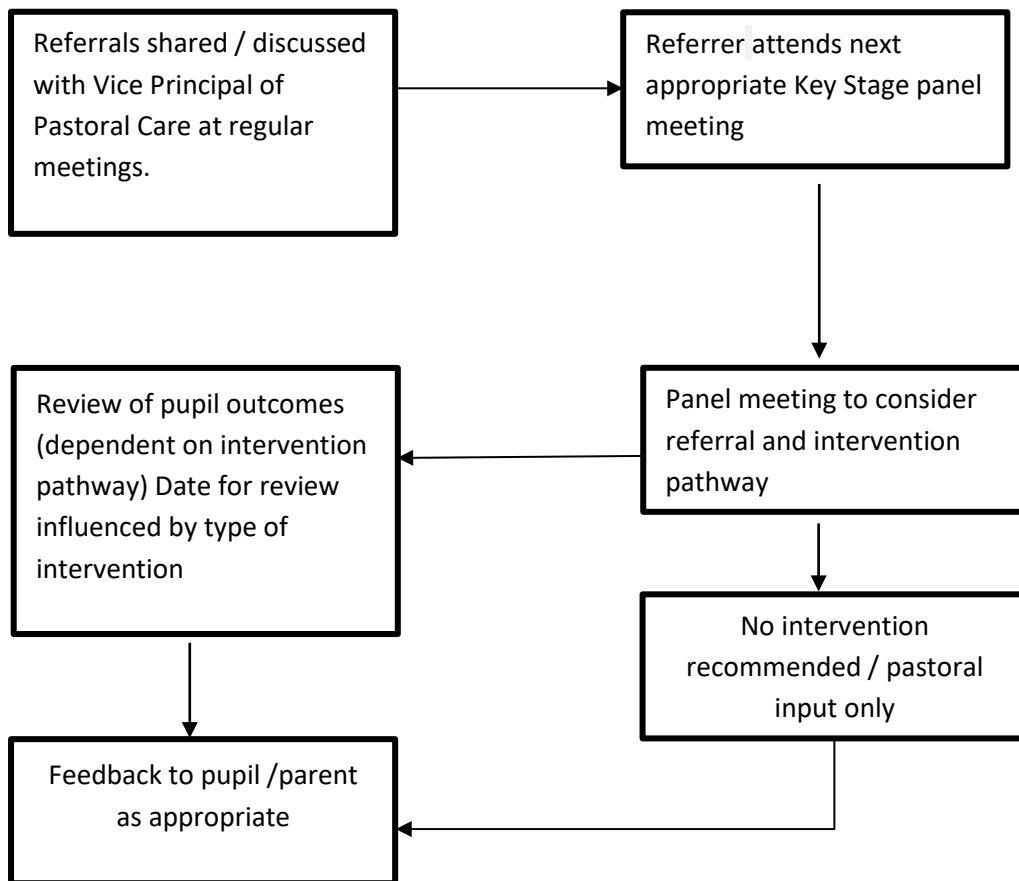
Mr N Trimby

Ms L Whelan – Drama teacher

List of external professionals who may be invited to attend when appropriate, e.g.

• Educational Psychologist	• ISEND practitioners
• Health School Nurse Service	• Education mental health and well-being practitioners

### Panel Process



### Referral Guidance

The referral process to Panel is initially guided by the concern raised on the safeguarding 'My Concern' school system following the initial concern. This has several actions that are required before submission to Panel for consideration.

Whilst it is acknowledged that some particular cases will need to be discussed by panel in an expedited manner, a majority of referrals will be accepted only if the aforementioned actions have been completed with either pupils and/or parents/carers.

### Agreed naming format for Referral Form Document

The referral form is via 'My concern' in the first instance. This will be saved and shared with the relevant Pastoral Leader or Safeguarding Lead to bring to the panel.

## **Role of the referrer**

Any member of staff can refer a pupil.

Most referrals will come through the pastoral route, via 'My Concern'. The referral provides a structure that will assist panel meetings being time efficient whilst ensuring the important information needed to appropriately consider intervention and support options are provided. A key role of the referer is to ensure the pupil and/or parent /carer are aware of the process and outcome of panel. Please see the panel process on page 2 for more detail.

## **Context for school-based support**

- **School Health advice:** advice/referral to the School Nurse service will continue to be accessible to pupils by making an appointment, through a referral from the Pastoral Care Team or through self-referral via the text chat system.

## **Contact with Parents/Carers**

Sharing information with parents/carers regarding their children and the intervention or support we are proposing to provide for them is essential. Our pastoral staff have a close working relationship with the parents/carers of the young people in their year group and updating families on the outcomes of the panel is important.

The way in which different colleagues in the school operate, both in supporting and delivering interventions, means that contact with families differs dependent on the intervention chosen. The arrangements that colleagues make in relation to contacting parents/carers connected with their particular intervention to avoid duplication and to ensure a clear message is shared are:

- **School Nurse:** See above. Open service with school liaising with parents/carers and staff as necessary
- **SEMH Intervention:** colleagues delivering intervention will communicate with referrer (see flow chart overleaf)
- **Safeguarding:** a DSL or Safeguarding Officer will communicate with parents/carers over any safeguarding referral, unless advised by SPOA not to.



ST RICHARD'S  
CATHOLIC COLLEGE

## Support Services at St Richard's

---

Putting pupil wellbeing at the heart of all we do

We **INSPIRE**

We **MOTIVATE**

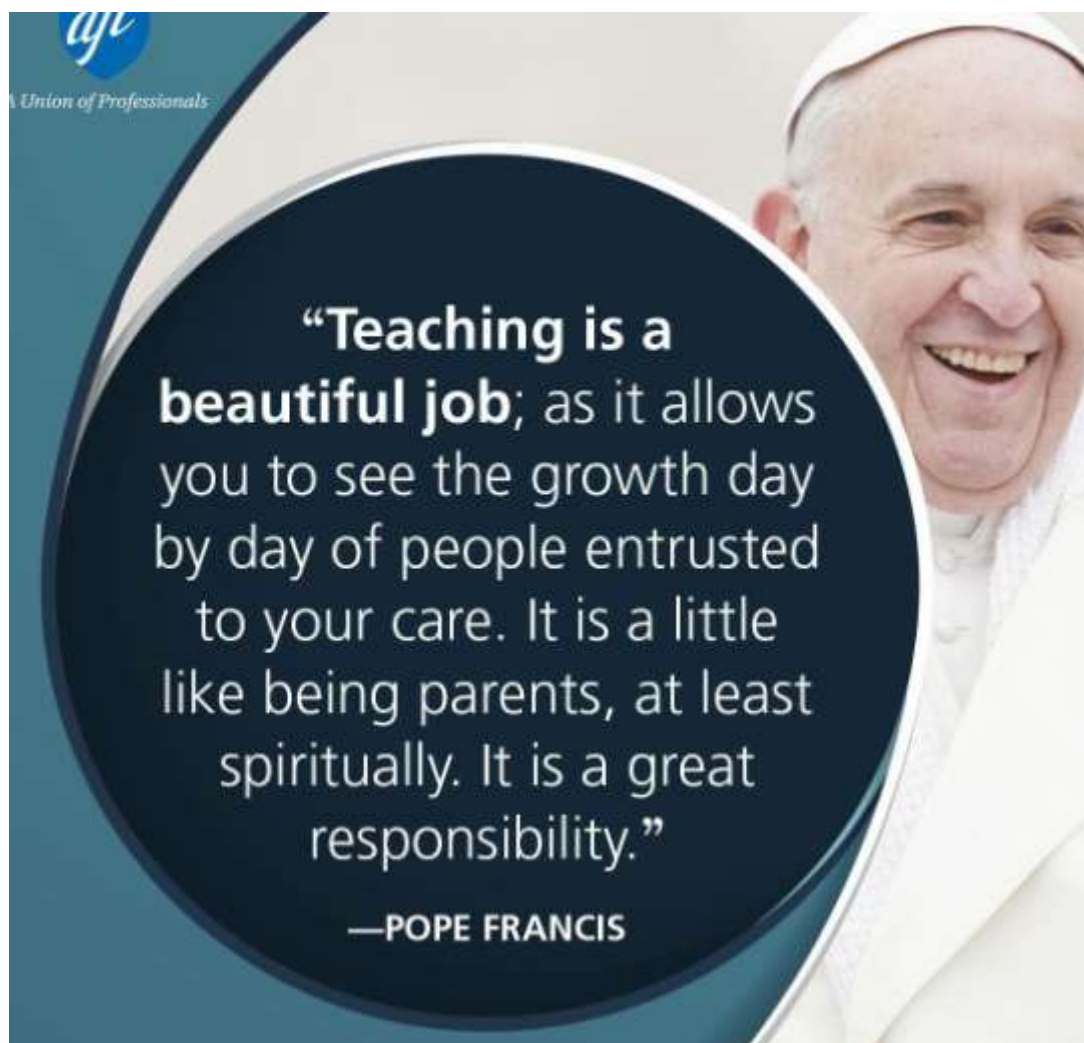
We **CARE**

We **TEACH**

---

'I have come so that all may have life and have it to the full'  
*John 10:10*

This booklet has been put together to outline the support available in the school to our young people. It is important that we work strongly in partnership with parents and carers to put pupil well-being at the heart of all we do. This starts with the care and support given to each young person who walks through our gates. It is the consistent care that must be provided by the entire community of St Richard's and which should permeate all we do. This care must be evident in every form-time, the class room, corridor, canteen area and playground. We are reminded by Pope Francis that:



Alongside the care and support provided to all pupils there are times when a child will need extra care and help. This booklet has been put together to outline the range of support provided to pupils in the school. Alongside the regularly reviewed and updated universal support for all pupils there is targeted in school support for those who require it. The next few pages detail this support and who to liaise with over it. It then offers an outside agency directory for further signposting to pupils and parents.





**ST RICHARD'S**  
CATHOLIC COLLEGE

## **St Richard's Graduated Response to Mental Health & Emotional Wellbeing support**

TLP Specialist Support,  
CAMHS, IRock, SPOA,  
School Nurse Service,  
Dragonflies, School Counsellor,  
Action Your Potential.

### **Targeted support to external specialists in school setting, e.g.:**

My Time Now, School Counsellor, Occupational Therapist, Speech & Language Therapist, Ed Psych, Time to Talk, Trainee Schools Mental Health Support Workers, SMHST Team, Pastoral Support Manager, Chaplain, Occupational Therapist, ELSA.

### **Targeted in-school 1 to 1 or group support, e.g.:**

Strong exam access arrangements, large number of staff trained in Mental Health First Aid, Anger Management workshops, Pastoral Manager, HIVE Pastoral TAs and Pastoral Care team leading to 1 to 1 and groups, SAS Group, Spectrum (bereavement) programme, Designated Teacher Mentors with protected time for role, mental health and wellbeing programmes, social use of language group, exams anxiety groups, EWO, Young Carers.

### **Universal MHEW support from ALL staff to ALL children and young people**

Assemblies, THE HIVE (wellbeing drop-in space in the PE corridor), PSHEe designated schemes, Pastoral Manager, HIVE Pastoral TAs, Jo - Lay Chaplain, Yoga classes, DSL team, Mental Health First Aiders, Pastoral Care Team, Tutors delivering a strong pastoral support programme, SEN, SEND Coordinators for all year groups, Pupil Voice, Anti-Bullying Ambassadors, Wellbeing Ambassadors, Student Listeners, SEN Lunch Club, Curriculum model promotes opportunity for wellbeing, Attendance monitoring to build a picture and provide early support, Extensive Enrichment Programme, Prep Club/ Prep Club plus, Action Your Potential programme (pupils, parents/carers, staff), mentoring (staff pupil), daily reflection/meditation, wellbeing Mondays (tutor time), TA mentors, variety of school lunchtime clubs e.g. Knit & Natter, wellbeing drop ins etc (all shown on the school website under clubs), strong signposting to support across the school.

## SEMH Intervention 2022-2023

Intervention	Purpose/Referral Criteria	Details	Key Staff
<b>1. Mental Health &amp; Emotional Well-being</b>			
Mental Health Support Workers	MHSP are working with St Richard's whilst training this academic year. Doulagy Fahim is working on a Monday and Samuel Gartside on a Tuesday, both based in the Pastoral Support Office. The intervention can be focused on Sleep difficulties, Poor eating patterns (not eating disorders) Low Mood, Low Self Esteem or depression, anxiety difficulties, phobias, social anxiety and excessive worry. The MHSW cannot work with a pupil if any other therapeutic input is being made, even if this is private or out of school. Pupils with ASD and ADHD will not be able to use this support as the cognitive behavioural approach will not work with these needs due to challenges with changing cognitive processing patterns.	Referrals can be made via referral forms that are in the Pastoral Support office. These are then taken to a clinical supervision and agreed. The assessment tends to take 2-3 sessions with a further 4 sessions (maybe more) of targeted support.	Mrs D Bligh, Mrs E Dann,
Mental Health First Aiders	Support for pupils who are concerned that they may be experiencing a negative impact on their mental health and would benefit from sign posting and support from a member of staff who has been trained in mental health first aid.	1:1 support from a variety of staff who have been trained. They are identified through posters around the school and through wearing the BEE badge	Mrs K Britt, Miss J Doyle, Ms C Hubbard, Mrs A Hills, Mr J Steele, Ms F Tocknell, Mr J Campbell, Mrs K Lea-White, Mr M Padgham, Mr I Smith, Mrs D Bligh, Miss S Tester, Mrs N Campbell, Mr N Trimby, Mrs R Byrne, Miss L Whelan, Mr C Eyre, Mrs J Di Mascio, Mrs S Ellis, Mrs Taylor-Singfield, Mrs G Hook, Mrs R Knight, Mrs R Forster-Simmons, Miss H McKay
Short term response intervention	Intervention tends to be 1:1 and is a response to a crisis for a child in the moment; this may be due to overwhelming emotions, a recent experience, unusual displays of behaviour or a disclosure. The response will often be regular (daily or every other day) over a few weeks to ensure that the pupil is settled and has links to support and sign posting. This support does not tend to be long term unless a concern is recurring.	Intervention tends to be delivered by the staff member that this was presented with, however if this is not possible it is likely to be passed to the Pastoral Support Manager or DSL to ensure that support is followed up and sufficient action is taken to support the pupil.	Staff, DSL, Pastoral Support Manager, SENCO
ELSAs (Emotional Literacy Support Assistants)	ELSAs (Emotional Literacy Support Assistants) are specialist teaching assistants who have been trained to support children with emotional difficulties. ELSA work is not therapy but it is a planned, focused psychological intervention. It can be offered usually in a 1:1 situation but sometimes in groups. Intervention normally lasts for at least half a term and often up to one term (in exceptional circumstances maybe a little longer) and needs to have clear and realistic outcome aims. Following completion of the programme there may be a period of shorter and less frequent follow-up sessions to support consolidation of new skills.	We see a range of children who have emotional difficulties and cover (as appropriate). <ul style="list-style-type: none"> <li>• Emotional awareness</li> <li>• Self esteem</li> <li>• Emotional regulation (including anger management)</li> <li>• Social and friendship skills</li> <li>• Use of social stories and therapeutic stories</li> </ul>	Mrs N Campbell , Mrs J Di Mascio



		<ul style="list-style-type: none"> <li>• Loss, bereavement and family breakup</li> <li>• Active listening skills</li> </ul> <p>We provide children with a quiet place to explore difficult feelings. We offer a time-limited intervention rather than open-ended support. We cannot 'fix' children's difficulties because their situations are beyond our control. We help them to develop new coping skills and build resilience. We are not there to give advice, tell them how they must behave or provide behaviour management programmes. We focus on the perceptions and emotions that the child brings, helping the child to increase their understanding and move towards more positive responses to the challenges they experience.</p>	
<b>2. Self-esteem</b>			
Theatre based support	A small group provision using drama to build up confidence and self-esteem. Tasks/activities to encourage/facilitate communication and support KS3 pupils in identifying positives. Strategies for managing emotions.	Mr C Eyre has attended training and is running small groups in terms 5 & 6 – this is workshop based and follows a programme of 6 sessions. Refer via Mr Eyre	Mr Eyre, over-seen by Mrs Bligh
<b>3. Social Skills</b>			
Social Use of Language (SULP)	Support for pupils who are having difficulties with forming friendships, dealing with social situations and/or bullying. Delivered as a group. Generally, based around a pupil or group of pupils who are addressing a specific difficulty.	Delivered by TAs in a group of around 5/6 pupils max.	Mr I Smith, Mrs N Campbell, Mrs Kathryn Lea-White

Intervention	Purpose/Referral Criteria	Details	Key Staff
Anger Management	This can be group work or 1:1. Often delivered 1:1 over a 6 week period with sessions planned but tailored to the needs of the pupil. Focus to be on triggers, physical signs, measuring emotions, exploring strategies and sharing strategies. There is also scope for this to be explored through theatre, drama and role play.	1:1 support has been delivered by Pastoral Support Manager. This is due to be continued in a variety of ways with Chris Eyre.	Mrs E Dann, Mr C Eyre, HIVE TAs: Mrs LTaylor-Singfield & Mrs S Ellis
<b>4. SEND Support</b>			
Educational Psychologist	Pupils referred may be observed and assessed for educational, behavioural and/or SEMH concerns. Reports are provided by the EP with outcomes for staff following a full assessment. The Ed Psych service are also involved as part of the EHC assessment process.	Referral via SENCo. The school buys in to the Ed Psych service at a rate of approx 9 days per year. The link Ed Psych is Dr Elizabeth Russell, currently being covered by Dr Bonnie Wong.	Mr I Smith

Speech and Language Therapist	Not a bespoke SEMH service, however the private Speech and Language therapist is a professional whom pupils often build a good relationship with, and disclosures and/or concerns can often be recorded as a result of these sessions.	Delivered by independent Speech and Language Therapist, Lee-Ann Govender. She is in school on Thurs 8:30am-10am and Fri 1:30pm-3:30pm.	Mr I Smith, Mrs K Britt
OT Therapeutic Input (bespoke)	OT (Seb Hilder) is in School on a Friday (Reg-p4) and has scheduled appointments with pupils who are referred. The service is funded by the school and specific criteria must be met, ie a need identified, scope for the therapist to make a positive improvement, and signs of measurable progress (e.g. in levels of confidence) over the course of sessions.	Delivered by independent OT, funded by SEN department. There are sometimes options for Virtual School or Children's Services to fund an assessment or period of support from the OT.	Mr I Smith, Mrs K Britt
<b>5. Self Regulation</b>			
Counsellor (Helen Blackford)	Helen is in School 3 days a week seeing pupils in half an hour slots. Counselling is a listening service for pupils to access support. The service is completely confidential unless a safeguarding issue is raised within a session.	Referrals can be made by any staff member and pupils can also self-refer.	Mrs D Bligh, Mrs R Babbage, Mrs A Forte
Pastoral Support Manager	Mrs E Dann will offer bespoke pastoral support for pupils. This will vary on context and can be in response to a crisis or behaviour as well as general SEMH, LAC or friendship concerns. There is no referral criteria and pupils can drop in for support. However, capacity is limited and often the support will look at the issue and how pupils can be signposted to the best support for them to access.	Support may be (but not limited to the following): Anti bullying, building positive relationships, LGBTQ, careers, anger management, anxiety, building resilience, managing emotions, substance misuse, resolving conflict, organisation, soft skills, someone to talk to, referring for specialist support.	Mrs E Dann
Zones of Regulation	A support mechanism or strategy for pupils who are not managing to self-regulate. This is a useful tool in place of, or alongside an exit card to identify how a pupil is feeling on a visual chart, using colours and examples of emotions. The tool also offers 4 options of strategies to try and support self-regulation.	The tool is useful to share with a pupil, have available for when support is needed and to encourage independent use of the strategies with reminders and prompts as and when needed. A visual copy can be provided to the pupil to look at if necessary.	Mrs E Dann, Mr I Smith

Intervention	Purpose/Referral Criteria	Details	Key Staff
<b>6. Loss &amp; Separation</b>			
Loss and Separation - Spectrum Group	Group for pupils who have suffered loss or bereavement. Usually delivered by trained TAs. The group will have no more than 6 pupils and will be tailored to suit specific year groups or Key Stages to ensure conversations are appropriate.	Managed by Jo Doyle. Any staff members can refer a pupil. Often delivered in Pastoral Support Office.	Mrs N Campbell, Miss J Doyle, Mrs K Lea-White
<b>7. Relationships</b>			
SAS	Group work to look at specialist sex and relationships education. This is targeted at pupils who may be at risk with regards to relationships and will look at minimising harm and risk awareness. The SAS education is run in small groups during PHSE lessons over a 6 week period.	Pupils can be referred by any staff member to be considered for the next group. Group dynamics must be considered when setting the group up.	Mrs R Knight, Mr M Padgham
<b>8. General support</b>			
A Wright Action Your Potential	The school have bought into the Neuro-Ninja programme that seeks to support pupils and their families with strategies around well-being and managing anxieties. There are shared webinars and A Wright comes into school to lead whole staff training and bespoke training to the pastoral care team to strengthen their work in this area. Support is given to the SEN team around structured conversations. There is a website that is accessible for all staff, pupils and parents/carers to help with self-learning on this topic - <a href="http://www.actionyourpotentialtoday.com">www.actionyourpotentialtoday.com</a> (password Neocortex123).	Open to all staff, parents and pupils. A Wright also emails out to families identified by the pastoral care team who would find this a supportive measure.	Mr Smith
Mentoring (General)	Pupils who want or need mentoring are identified by requesting this, being offered this due to not meeting targets or needing support for emotional wellbeing or behaviour. Pupils are allocated to a willing staff member who will hold planned sessions with pupils. These can be run in small groups or 1:1 depending on the needs of the pupil.	Mentoring will be tailored for each pupil and mentors can be paired with pupils due to existing relationships or on identified strengths of staff to forge these relationships. Sessions must be regular and have targets or goals.	Identified by Pastoral Leaders. Mentors are: LMT, Mr M Padgham, Mrs R Knight, Pastoral Leaders, Miss S Tester, Miss J Doyle.
School Health Service	Recently changed to an appointment led service, pupils can text to make an appointment. It is possible on appointment days to also have pupils drop in.	School Health team can be contacted via text on 07507332473	HIVE Pastoral TAs – Mrs S Ellis and Mrs L Taylor-Singfield

Intervention	Purpose/Referral Criteria	Details	Key Staff
<b>9. Young Carers</b>			
Young Carers	Drop in Service available termly for young carers. There are also specific appointments for identified young carers who are offered support.	Young Carers must be identified for support to be offered - staff need to be vigilant around conversations where pupils are caring for family members and refer pupils for this support.	Jo Doyle
<b>10. Targeted outside agency support</b>			
Community Police Link	Sussex Police have a link with Charlotte Williams who will offer advice from a police perspective for incidents impacting pupils and may also offer to speak to pupils within the school environment to clarify the law and give warnings.	Managed through strong links with DSL and pastoral team,	Mrs D Bligh
Time to Talk	Intergenerational Mediation Service - this is a free service, mediators will come into school to meet with pupils and also meet with parents all on a 1:1 basis and then follow this up with pre-arranged family meetings to mediate communication and re-build relationships. All members participating must be willing to engage with the service and this can be discussed over the phone calling 01323 442781. If appropriate, an email referral form will be sent to gather basic information.	Signposted via the pastoral care team.	Mrs E Dann, Pastoral Leaders
YOT	The Youth Offending Team will generally work with pupils who have had a conviction from the police and received a court order. This is then a mandatory piece of work where pupils will be taken to court if they do not engage and attend appointments. YOT will work to look at ways to prevent further criminal acts with young people and also seek to engage with other professionals around positive engagement, mental health and substance misuse support. On very few occasions, YOT will work with a pupil at the request of police for a few sessions without a court order.	YOT are based in Hastings within the community however when a worker has been allocated to a young person they may decide to hold a session a week in school to ensure attendance or offer specialist support in a more accessible environment.	Mrs D Bligh Mrs E Dann
YES (The My Trust)	Youth Employability Service work with Year 11s regarding further education, training and apprenticeships. YES will be able to deliver workshops to targeted young people around building resilience or aspirations and will also identify pupils at risk of becoming NEET each year and follow these pupils through to September to ensure that they have participated in some kind of education and training moving forward. YES are able to offer employment advice.	YES will make contact with school each year to identify pupils at risk of being NEET. YES can also be contacted online or via telephone for advice about a pupil or to make further referrals.	Pastoral Leader for Year 11, Mrs E Dann

Intervention	Purpose/Referral Criteria	Details	Key Staff
ESBAS	Education Support Behaviour and Attendance Service are a traded service (mostly) where they can offer support regarding behaviour for pupils, ESBAS are able to deliver interventions around managing behaviour, regulation, friendships, anti-bullying and bespoke services on further discussion. ESBAS also have a core offer for pupils who have been permanently excluded to work with them on reintegration into a school and support pupils to settle into a new mainstream school environment.	ESBAS referrals need to be made through the ISEND front door referral form unless the pupil has been permanently excluded and will therefore have an ESBAS reintegration worker allocated to them. Referrals will all need an additional needs plan, attendance certificates, school reports, pupil voice and extensive information on the pupil. ISEND can be contacted for advice also.	Mrs D Bligh, Mrs E Dann
Level 3 Family Keywork	Level 3 family key work can be referred to by making a Statement of Referral through SPOA - families must be willing to engage and consent to a referral and circumstances must correlate with the level 3 continuum of need.	Managed by the Safeguarding Team.	<a href="#">DSL team</a>
CAMHS/LACAMHS	Deliver medical assessments for conditions such as ASC and ADHD, and provide therapeutic input to address SEMH needs. These can be on a short or long-term basis.	Referral via SOR (can be made by GP or by school. GP is preferred if majority of issues are in the home; school is preferred if vice versa). All input delivered by CAMHS therapists or other specialists, either in school, at the CAMHS/LACAMHS centres or in the family home.	Pastoral Care Team
EAL Service	Not a bespoke SEMH service, however the EAL Service provides professionals whom pupils often build good relationships with, and disclosures and/or concerns can often be recorded as a result of these sessions.	Referral via East Sussex Front Door. EALS teacher for St Richard's is Martine Sepion, who is in school every Tuesday (all day). The school has committed to buy into the service.	Mr I Smith, Mrs K Britt
Other organisations that the school will refer to depending on need: SWIFT, PREVENT, WISE, CAHMS, IROCK, FEDs			

### E-Safety – Where to go for help



<https://www.ceop.police.uk/safety-centre/>



<https://www.childline.org.uk/info-advice/bullying-abuse-safety/online-mobile-safety sexting/report-nude-image-online/>



Report any nude images of any description.



<https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/bullying-and->



The app, which features a special keyboard, combines machine-learning technology with the ability to keep a diary of their emotions to allow children the chance to record how they're feeling and why

<https://www.commonsensemedia.org/>  
<https://www.thinkuknow.co.uk/>

The following directory of agencies and support for parents/carers, staff supporting pupils and pupils themselves. Some of the resources and support available are age-limited and this should be checked prior to sharing information with families, pupils or making direct contact with the agency themselves. This has been grouped into sections to help locate the most appropriate or helpful support.

This list is not exhaustive, appropriate additions are welcomed and it will be updated at regular intervals by the Pastoral Care Team.

## **Outside Agency Directory**

### **Eating Issues:**

**Beating Eating Disorders** [www.b-eat.co.uk](http://www.b-eat.co.uk)

Help for young people: The Beat Youth line is open to anyone under 25.

Youthline: 0345 634 7650 Email: [fyp@b-eat.co.uk](mailto:fyp@b-eat.co.uk)

Text: 07786 20 18 20. If you would like a call back, send us the text message 'call back'. We aim to get back to you within 24 hours and during Youthline open hours.

### **Gender issues:**

#### **ALLSORTS**

Support for young people who are lesbian, gay, bisexual, trans or unsure (LGBTU) of their sexual orientation and/or gender identity.

Address: YPC, 69 Ship Street, Brighton, BN1 1AE. Phone: 01273 721211

Email: [youth@allsortsyouth.org.uk](mailto:youth@allsortsyouth.org.uk) [www.allsortsyouth.org.uk](http://www.allsortsyouth.org.uk)

Also for parent support, ALLSORTS hold monthly groups – contact: [parents@allsortsyouth.org.uk](mailto:parents@allsortsyouth.org.uk)

### **Bereavement Support:**

#### **Winstons Wish**

The Winston's Wish [Freephone National Helpline](http://www.winstonswish.org.uk) is a vital support tool for those coping with bereavement. It is manned by trained clinical practitioners and is free and confidential. Call **08088 020 021** for free advice and support.

**Cruse Bereavement** <http://www.cruse.org.uk/>

Tel: Helpline - 0844 477 9400



## Suicide Prevention/Self-Harm

### HopeLine UK

If you are having thoughts of suicide or are concerned for a young person who might be you can contact HOPELINEUK for confidential support and practical advice.

- Call: [0800 068 4141](tel:08000684141)
- Text: [07786209697](tel:07786209697) or Email: [pat@papyrus-uk.org](mailto:pat@papyrus-uk.org)

Opening hours: 9am – 10pm weekdays, 2pm – 10pm weekends, 2pm – 10pm bank holidays - Our Suicide Prevention Advisers are ready to support you.

### National Self-Harm Network

[www.nshn.co.uk](http://www.nshn.co.uk)

### Papyrus [www.papyrus-uk.org](http://www.papyrus-uk.org)

Prevention of young suicide Call: 0800 068 41 41

Email: [pat@papyrus-uk.org](mailto:pat@papyrus-uk.org)

SMS: 07786 209697

### Samaritans

■ Tel: 08457 90 90 90 (24 hrs 7 days a week)

■ [www.samaritans.org](http://www.samaritans.org)

Samaritans volunteers listen in confidence to anyone in any type of emotional distress, without judging or telling people what to do.

## Substance misuse:

### FRANK

■ Freephone 0800 77 66 00 (24 hour service, free if call from a landline and won't show up on the phone bill, provides translation for non-English speakers)

■ [www.talktofrank.com](http://www.talktofrank.com)

Confidential information and advice for anyone concerned about their own or someone else's drug or solvent misuse.

### Young Minds - [www.youngminds.org.uk](http://www.youngminds.org.uk)

Information for young People and Parents

Parent Helpline: 0808 802 5544 (free for mobiles and landlines).

[http://www.youngminds.org.uk/for\\_children\\_young\\_people/youngminds\\_vs](http://www.youngminds.org.uk/for_children_young_people/youngminds_vs)

Join the online campaign – Talk about school stress, bullying, sexual pressure, unemployment, etc.

## Get Connected

■ Freephone 0808 808 4994 (7 days a week 1pm-11pm)

■ [www.getconnected.org.uk](http://www.getconnected.org.uk)

Free, confidential telephone and email helpline finding young people the best help whatever the problem. Provides free connections to local or national services, and can text information to callers' mobile phones

## Mental Health

- Rethink Mental Illness- this website offers advice and information. They have useful factsheets that can be downloaded. They offer general advice with regards to mental health. Tel 0300 5000 927 website [www.rethink.org](http://www.rethink.org)
- Mind - Mind has many available resources, help and advice detailed on the website for young people, parents and professionals. they have a helpline, text services and online chat with advisors. helpline 0845 7660163 Text 86463 website [www.mind.org.uk](http://www.mind.org.uk)

## Help for Parents

### ESCC Open for Parents

[www.openforparents.org.uk/top-10-tips-for-parents/](http://www.openforparents.org.uk/top-10-tips-for-parents/)

Tel: 01424 725800

[info@openforparents.org.uk](mailto:info@openforparents.org.uk)

- Open for Parents provide information, advice and support for parents and carers who want to support their child's development and wellbeing. They may be experiencing some difficulty with managing their child's behaviour or simply want some tips and strategies for dealing with common childhood and teen issues.
- The Triple P program offers talks, one-off groups, longer courses, brief one-to-one support and online courses
- Support is available in a wide range of places, including schools and local community venues.

### ADHD Support group (St. Leonards)

- Facebook page: <https://www.facebook.com/Y-Centre-YMCA-Hastings-UK>
- Address: The 'Y' Centre, St. Paul's Road, St. Leonards-on-Sea, East Sussex, TN37 6RS –
- Support group meeting every other Thursday at the Y Centre - 6.30pm to 8.30pm.
- Members from 16 years plus who have a diagnosis of ADHD
- Members from 16 years plus who suspect they have ADHD
- Adults who are supporting someone with ADHD, including children with a diagnosis - Adults with ADHD and a co-existing disorder such as autism.
- The Group have some very in depth discussions and a lot of good humour. Tea, coffee, juice and biscuits are provided!

## Family Lives

[www.familylives.org.uk/](http://www.familylives.org.uk/)

24/7 helpline: 0808 0800 2222

Support, guidance and forums for parents and carers.

## Anxiety Support

**NO PANIC Youth Helpline** is a confidential helpline for those aged between 13 and 20 years old which aims to help young people with anxiety, panic, phobias, obsessive compulsive disorder and the specific anxieties that young people experience.

Youth Helpline: 0330 606 1174W: <http://www.nopanic.org.uk/youth-helpline/>

**GET SELF HELP** - website for information and helpful strategies on various issues, including stress, anxiety, anger, depression. [www.getselfhelp.co.uk](http://www.getselfhelp.co.uk)

## Online Support, Guidance and resources

**MINDED.ORG.UK** - information about children's and young people's mental health, how to understand what might be going on for them and how to support them.

[www.minded.org.uk](http://www.minded.org.uk)

## ChildLine: ■ **Freephone 0800 1111 (24 hours)**

■ [www.childline.org.uk](http://www.childline.org.uk) | online chat | message boards

Childline is the UK's free helpline for children and young people. It provides confidential telephone counselling service for any child with a problem. It comforts, advises and protects.

## Children's legal centre

■ Child Law Advice Line 08088 020 008 (freephone)

■ [www.lawstuff.org.uk](http://www.lawstuff.org.uk)

The Children's Legal Centre is a charity that promotes children's rights and gives legal advice and representation to children and young people.

## HeadMeds

■ [www.headmeds.org.uk](http://www.headmeds.org.uk)

Straight talk on mental health medication. Look up your medication to find out about side effects and things you might not feel comfortable asking your GP about, and listen to other people's experiences.

**The Mix.org** - <https://www.themix.org.uk/get-support>

Essential support for under 25's

### **TheSite.org**

TheSite.org and <https://www.thecalmzone.net/agency/thesite-org/>

is an online guide to life for 16 to 25 year-olds. It provides non-judgemental support and information on everything from sex and exam stress to debt and drugs.

**Sussex Mental Health Line** – 0300500101 – for support and advice about concerns about your own or someone else's emotional wellbeing (5pm to 9am and 24hours at weekends and holidays)

### **Support for young people with Autism**

#### **Spectrum**

Tel: 01323 466030 Email: [Spectrum@eastsussex.gov.uk](mailto:Spectrum@eastsussex.gov.uk)

Website: [www.eastsussex.gov.uk/spectrum](http://www.eastsussex.gov.uk/spectrum) (referrals can be made via this website) Facebook:

[www.facebook.com/spectrumautismsupport](https://www.facebook.com/spectrumautismsupport)

- Spectrum work across East Sussex to support young people with autism to independently access their community.
- Support to manage everyday activities such as travelling via public transport, and attending personal appointments or accessing recreational clubs and social activities
- Skills based training and one to one outreach, 6 sessions life skills award
- No diagnosis needed.

#### **Communication, Learning and Autism Support Service (CLASS)**

Tel: 01273 336887 Email: [class@eastsussex.gov.uk](mailto:class@eastsussex.gov.uk)

- Accessed through iSEND and work with teachers to develop their practice in the areas of speech, language and communication needs including Autism
- 1:1 work from a practitioner offered, including work with the young person directly, as well as small group work interventions on an identified need (e.g. social skills groups)
- CLASS offers a package of core support to secondary schools to build capacity within the school to successfully support students with additional communication and learning needs.
- No diagnosis required

#### **CLASS Plus (CLASS+)**

Email: [class@eastsussex.gov.uk](mailto:class@eastsussex.gov.uk)

Facebook: [www.facebook.com/CLASSPlusEastSussex](https://www.facebook.com/CLASSPlusEastSussex)

- Class + works across East Sussex to support families/ carers of young people on the autism spectrum
- Class + aims to enable the families/ carers to build their understanding of the strengths and challenges faced by children and young people on the spectrum, thereby developing greater confidence to support them.

## **CASS Counselling & Autism Spectrum Support**

Tel: 01273 241646

Website: [www.casscounselling.co.uk](http://www.casscounselling.co.uk)

Email: [info@casscounselling.co.uk](mailto:info@casscounselling.co.uk)

- CASS is a counselling support service predominantly for those on the Autism Spectrum and their care givers.
- Additional to counselling, CASS also offer mentoring/ befriending with a mentor, which is more about buddying-up, not fixing anything as such. This is a great way for people on the spectrum to socialise and learn new skills in a safe and supported environment, increasing their confidence.

## **mASCot: Managing autism spectrum condition ourselves together (Brighton/ Hove)**

Tel: 07943346055

Email: [info@asc-mascot.com](mailto:info@asc-mascot.com)

- Parent led peer to peer support network for families who have a child/ children/ young person with Autism
- Spectrum Condition.
- All families from the Brighton and Hove areas, benefiting from each other's experiences.

## **Amaze SENDIASS (Special Educational Needs and Disability Information, Advice and Support Service)**

Tel: 01273 772289

Website: <https://www.eastsussex.gov.uk/childrenandfamilies/specialneeds/send-information-advice-support-service/>

Email: [eastsussex@amazebrighton.org.uk](mailto:eastsussex@amazebrighton.org.uk)

- Independent advice and support for parents and carers of children and young people with SEND
- Young people 16-25 can also get advice

## **I ROCK/ Drop-In SERVICES**

### **Hastings i-Rock**

Monday-Friday: 11am-6pm

Address: Rock House, 49-51 Cambridge Road, Hastings, TN34 1DT

Email: [irockhastings@gmail.com](mailto:irockhastings@gmail.com)

Twitter: @HastingsiRock

Facebook: iRockHastings

### **Open for parents (Triple P)**

www.openforparents.org.uk

Tel: 01424 725800

Email: info@openforparents.org.uk

- Open for parents provide information, advice and support for parents and carers who want to support their child's development and wellbeing. They may be experiencing some difficulty with managing their child's behaviour or simply want some tips and strategies for dealing with common childhood and teen issues.
- The Triple P program offers talks, one-off groups, longer courses, brief one-to-one support and online courses
- Support is available in a wide range of places, including schools and local community venues.

### **ADHD Support group (St. Leonards)**

Facebook page: <https://www.facebook.com/Y-Centre-YMCA-Hastings-UK>

Address: The 'Y' Centre, St. Paul's Road, St. Leonards-on-Sea, East Sussex, TN37 6RS

- Support group meeting every other Thursday at the Y Centre 6.30pm to 8.30pm. –
- Members from 16 years plus who have a diagnosis of ADHD
- Members from 16 years plus who suspect they have ADHD
- Adults who are supporting someone with ADHD, including children with a diagnosis
- Adults with ADHD and a co-existing disorder such as autism
- The Group have some very in depth discussions and a lot of good humour. Tea, coffee, juice and biscuits are provided!

### **Support for staff**

<https://www.nhs.uk/apps-library/category/mental-health/>

[What's Up](#) – supports your wellbeing team to support others

<https://www.healthinmind.org.uk/> - groups, online support in East Sussex

[www.thecalmzone.net](http://www.thecalmzone.net) – Campaign Against Living Miserably website particularly aimed at men at risk of suicide

### **For Out of Hours Support**

#### **Wellbeing support services for staff**

If you're a member of school staff who is stressed or worried about anything you can contact the following providers:

- [Free counselling from the NHS](#) (self-refer online)
- [Education Support Partnership](#) (telephone support and counselling) confidential 24/7 emotional support helpline on 08000 562 561.
- [Insight Healthcare](#) (self referrals and employee assistance programmes)
- [Samaritans](#) (telephone support)

Call 111 – if you need out-of-hours medical help.

### **Appendices**

1. Poster of Safeguarding Team
2. Poster of Mental Health First Aiders
3. Signposting poster for pupils (KS3 & KS4)
4. Well-being posters





**ST RICHARD'S**  
CATHOLIC COLLEGE

## Designated Safeguarding Team 2022-2023

Please let any of the staff below know if you have a worry or concerns about your own safety or the safety of a friend. We are always here to help.

### Designated Safeguarding Lead



**Mrs Bligh**  
Safeguarding Lead/Vice Principal  
Office: 1st floor B Block

### Safeguarding Governor



**Mrs Horan**  
Safeguarding Governor

### Safeguarding Team (Deputy Designated Safeguarding Leads)



**Mr Bligh**  
Pastoral Leader Year 7  
Office: Ground floor A Block



**Mr Campbell**  
Assistant Principal  
Pastoral Leader Year 10  
Office: Top Floor B Block



**Miss Cronin**  
Principal  
Office: Ground floor B Block  
Manages allegations  
against staff



**Mrs Dann**  
Pastoral Support Manager  
Office: Ground floor A Block



**Mrs Ellis**  
Pastoral Teaching Assistant  
Office: HIVE



**Mrs Hills**  
Safeguarding Officer (CLA)  
Pastoral Leader Year 9  
Office: Opposite Attendance



**Mr Smith**  
SENCO  
Office: 1st floor A Block



**Mr Steele**  
Pastoral Leader Year 8  
Office: Off PA Office



**Mrs Taylor-Singfield**  
Pastoral Teaching Assistant  
Office: HIVE



ST RICHARD'S  
CATHOLIC COLLEGE

## Mental Health Trained Staff 2022-2023

### Mental Health First Aiders



Mr Bligh



Mrs Britt  
SEN Office



Miss Doyle



Mr Eyre



Mrs Hills



Mrs Knight



Mr Smith



Mr Steele

### Mental Health Champions



Mrs Bligh



Mrs Byrne



Mr Campbell



Mrs Campbell



Mrs Di Mascio



Mrs Ellis



Mrs  
Forster-Simmons



Mrs Hook



Ms Hubbard



Mrs Lea-White



Miss McKay



Mr Padgham



Mrs  
Taylor-Singfield



Miss Tester



Ms Tocknell  
Librarian



Mr Trimby



Ms Whelan



## Key Stage 3 poster





## Key Stage 4 poster

### Peer Support at St Richard's

- Anti-bullying Ambassadors
- Mental Health Ambassadors
- Student Listeners
- Prefects



There is always someone to talk to.

### St Richard's will not tolerate bullying of any kind.

If you experience or witness any bullying, please report this to any member of staff; do not delay!

You can also seek support from an Anti-Bullying Ambassador.



### Mental Health

See posters around the school for Staff Mental Health First Aiders. You can also speak to Pastoral Support Manager, Emma Dann, or to the Pastoral TAs found in the HIVE before school break or lunchtimes.



### Pastoral Support

**Mrs Bligh** – Pastoral Lead  
**Emma Dann** – Pastoral Support Manager  
**Jo Doyle** – Lay Chaplain  
**Your Pastoral Leader**  
 Teacher Mentors:  
**Mr Padgham, Mrs Knight, Pastoral Hive**  
**TAs: Mrs Ellis & Mrs Taylor-Sinfield**



### School Counsellor

If you would like an appointment to see Helen, our School Counsellor, this can be arranged. Please speak to a member of staff that you feel comfortable speaking to or email Mrs Bligh.



### School Nurse



If you are worried about a health issue, text 07507332473 for an appointment with the School Health Team. For advice on healthy, safe relationships, please visit a drop in service facilitated by the NHS in Hastings or Eastbourne. The school nurse also runs a fortnightly drop in service at St Richard's

Take control of your life online with the BBC Own It App to help you make better informed choices. Under 13s need parental permission.



### WHISPER



An anonymous reporting tool. Are you worried about a friend? Want to raise a concern anonymously? Please use the Whisper reporting tool on our school home screen.

### Youth Employability Service



A service for 15 – 18 year olds offering information and advice regarding education, employment or training. Can be contacted by emailing: [yeseastsussex@theymytrust.org](mailto:yeseastsussex@theymytrust.org)

Childline is a service run by the NSPCC.



You can talk to Childline about anything, no problem is too big or too small. If you do not want to call you can visit the website: [www.childline.org.uk](http://www.childline.org.uk)

**E-motion** is a free online counselling service that anyone aged 12–18 can access. Trained counsellors can help you deal with any negative thoughts or feelings. To use this service email: [hello@e-motion.org.uk](mailto:hello@e-motion.org.uk)



### i-Rock

Aged 14 – 25  
 I-Rock Drop in service for young people in Sussex to support emotional wellbeing, resilience and more. Based in Hastings, Eastbourne and Newhaven. Click [here](#) for more info.



**Fearless** is a service that allows you to pass on information about crime 100% anonymously. Do not hold onto information that may lead to someone being harmed. Report this online at: [www.fearless.org](http://www.fearless.org)



**Frank** is an honest website with information about drugs and alcohol. You can call Frank on 0300 123 6600 for confidential advice. East Sussex also have a support service called Under 19s Substance Misuse Support.



A full list of all support services can found on the school website ([here](#))



# Welling Anxiety



## Support

### No Panic

0330 606 1174

Monday—Friday 3pm-6pm

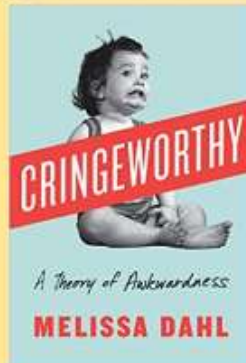
Thursday 6pm-8pm

Saturday 6pm-8pm

### Anxiety UK

033444 775 774

Monday—Friday 9.30am-5.30pm



## Books

### Finding Audrey

Sophie Kinsella

### What You Must Think Of Me

Emily Ford

### Hyperbole And A Half

Allie Brosh

### Cringeworthy

Melissa Dahl



## Apps

### Wysa Happiness Chatbot

A cute penguin who wants to cheer you up

### MindShift App

Helps teens cope with anxiety

### Smiling Mind

Mindfulness meditation

### I Love Hue

Ombre for the anxious



## SMILING MIND



# Welling Exams



## Support The Student Room

[www.thestudentroom.co.uk](http://www.thestudentroom.co.uk)  
Advice, info, past papers, revision resources

## Not Going To Uni

[www.notgoingtouni.co.uk](http://www.notgoingtouni.co.uk)  
Alternative career and training options

The  
Student  
Room



### Get started with THE POMODORO TECHNIQUE

- 1 Identify your tasks for the day
  - 2 Set a timer for 25 minutes
  - 3 Work for the duration of the timer
  - 4 Take a five minute break
- After every fourth break, take a longer break of 15-30 minutes

## Activities

### Pomodoro

Study timing techniques  
[www.tomatotimer.com](http://www.tomatotimer.com)

### Canva

Free mind map maker  
[www.canva.com](http://www.canva.com)

## Self Help

### Childline

[www.childline.co.uk](http://www.childline.co.uk)



## Apps

BBC Bitesize Revision  
[www.bbc.co.uk/bitesize](http://www.bbc.co.uk/bitesize)

Duolingo  
[www.duolingo.com](http://www.duolingo.com)

Quizlet  
[www.quizlet.com](http://www.quizlet.com)

Gojimo  
[www.gojimo.com](http://www.gojimo.com)



Canva





# Wellbeing Self Harm



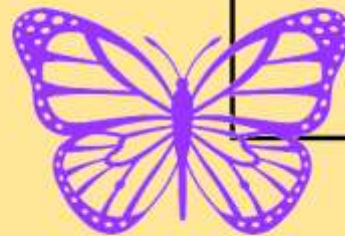
**Support**  
**Self Harm UK**  
[www.selfharm.co.uk](http://www.selfharm.co.uk)  
**Self Injury Support**  
Females of all ages  
Free helpline 0808 800 8088  
Tuesday – Thursday 7pm–9.30pm  
Text Help 07800472908  
Tuesday – Thursday 7pm – 9.30pm

**Support**  
**Harmless**  
[www.harmless.org.uk](http://www.harmless.org.uk)  
**SANE**  
[www.sane.org.uk](http://www.sane.org.uk)  
SANEline 0300 304 7000  
Daily 4.30pm–10.30pm

**selfharm**<sup>UK</sup>



**Self Help**  
**Self Harm UK**  
[www.selfharm.co.uk/aluminia](http://www.selfharm.co.uk/aluminia)  
**Life Signs**  
[www.lifesigns.org.uk](http://www.lifesigns.org.uk)  
**Apps**  
**Calm Harm**  
Approved by NHS



# Wellbeing Body Image



## Support

### Beat

[www.beateatingdisorders.org.uk](http://www.beateatingdisorders.org.uk)  
Helpline 0808 801 0711

Monday—Friday 12-8pm

Saturday—Sunday 4-8pm

### Seed Eating Disorder Support

Monday—Friday 9.30am-6.00pm

**Beat**  
Eating disorders



EATING DISORDER SUPPORT SERVICE

*Dove*  
self-esteem  
project



**BODY  
Gossip**  
tell everybody...



good  
blocks

## Self Help

### Dove Self Esteem Project

[www.dove.com/uk/dove-self-esteem-project](http://www.dove.com/uk/dove-self-esteem-project)

### Be Real Campaign

[www.berealcampaign.co.uk](http://www.berealcampaign.co.uk)

### Body Gossip

[www.bodygossip.org](http://www.bodygossip.org)

**BE REAL**  
BODY CONFIDENCE FOR EVERYONE

## Apps

### Good Blocks

Improve your mood, self esteem and body image

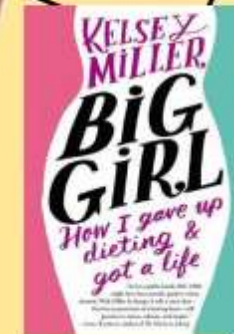
### Rise Up + Recover

CBT Tool to aid recovery

## Books

### Big Girl: How I Gave Up Dieting and Got a Life

Kelsey Millar





# Wellbeing Friends

## Support

**National Bullying Helpline**  
[www.nationalbullyinghelpline.co.uk](http://www.nationalbullyinghelpline.co.uk)  
Helpline 0845 22 55 787  
Monday—Friday 9.00am-5.00pm

**Bullying UK**  
[www.bullying.co.uk](http://www.bullying.co.uk)

**Ditch The Label**  
[www.ditchthelabel.org](http://www.ditchthelabel.org)



**DITCH THE LABEL**  
YOUR WORLD. PREJUDICE FREE.

## Apps

**For Me**

[www.childline.org.uk/toolbox/for-me](http://www.childline.org.uk/toolbox/for-me)

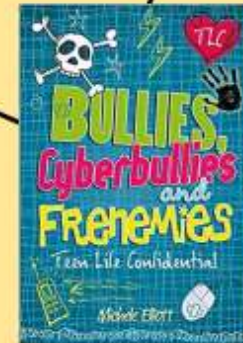
**HelloTalk**

[www.hellotalk.com](http://www.hellotalk.com)

## Books

**Bullies, Cyberbullies and Frenemies**

Michele Elliott



## Self Help

**Bullying: What Can I Do?**

[www.respectme.org.uk](http://www.respectme.org.uk)

**Discover Your Secret Powers**

[www.kerismith.com/popular-posts/100-ideas](http://www.kerismith.com/popular-posts/100-ideas)

**Storybooth**

[www.storybooth.com](http://www.storybooth.com)

story  
booth

NATIONAL  
BULLYING  
HELPLINE





### Countdown

- 5 things I can see
- 4 things I can hear
- 3 things I can touch/feel
- 2 things I can smell
- 1 slow deep breath



### STOPP

- S Stop and take a step back
- T Take a breath
- O Observe around you
- P Pull back and look at it differently
- P Practise what works



### ABCDE

- A Attention-Notice what your mind is saying
- B Believe-You don't have to believe everything you think
- C Challenge-Question your thoughts, consider a new perspective
- D Discount-Let the unhelpful thoughts go
- E Explore-Choose the best response, what should I do now



### Positive steps to Wellbeing

Be kind to yourself	Exercise regularly
Hobbies/new skill	Have fun/be creative
Rest and relaxation	Eat healthily
Balance sleep	Connect with others
Beware alcohol/drugs	See the bigger picture
Help others	It is as it is



## St Richard's Catholic College Mission Statement

Comitas, Scientia, Caritas

St Richard's Catholic College is a community where all are welcomed in the spirit of Christian love and respect.

Our school encourages the wonder and joy of learning in order to ensure that every pupil reaches their full potential.

We enable all to flourish and grow together in friendship and in faith.

We aspire to be courageous, having the integrity and the spiritual strength to make a positive difference in the world, both now and in the future.

We endeavour to cherish our school motto of Community, Knowledge and Charity.

*'I have come so that all may have life, and have it to the full.'*  
(John 10:10)

