

**Cranfield University Response to FOI Request on Staff Wellbeing, from Vida Douglas,
25 November 2018**

1. The job title of the senior manager with lead responsibility for staff wellbeing in the University.
Joint - Mr Paul Bradley and Mrs Helen Perkins
2. The number of mental health specialist staff available within the university to support staff wellbeing
All University staff have access to an Employee Assistance Programme (EAP) scheme which provides for a maximum of 8 counselling sessions irrespective of the reason. Following an initial consultation, counselling sessions will be arranged with a specialist appropriate to the employees' need. In addition the University has access to external Occupational Health support.
3. A copy of the University's Policy (procedures)/other relevant document(s) to support the wellbeing of staff.
Attached is a copy of the University's Prevention and Management of Stress Procedure, this also references the number of other procedures which impact on staff wellbeing including, Flexible working, Maternity and Paternity arrangements, Adoption leave, Dignity at Work, Performance Development and Review, Whistleblowing Attendance and Absence and an OHSAS 18001 certified H&S Management System
4. The type of services offered to support staff wellbeing in the University
As mentioned above the University provides an EAP service for the benefit of staff. In addition the University has access to external Occupational Health support and a team of in-house Dignity at Work Advisors who offer confidential first line information and support on all dignity at work matters. The University also provides staff with access to services such as mini health checks and osteoporosis screening and takes part in the National Restart a Heart day, which provides non-first aid trained staff with the opportunity for them to learn a lifesaving skill. The University is currently training its line managers in the application of the Prevention and Management of Work Related stress and have a number of other development interventions such as Building personal resilience; Developing positive work relationships; Ease the Load - feeling good about your busy life (time management); etc.
5. The number of referrals to services offered where staff wellbeing was a primary reason for the referral
No information held. This is because 'wellbeing' is not a category for referral so it is not possible to provide an answer for this question.
6. Staff take up (number) by each service offered to support staff wellbeing.
In 2018 102 staff took part in mini – health checks, 118 took part in Restart a Heart Day, approximately 30 will be taking part in the Osteoporosis Screening (this event is due to run in December).
199 individuals used our EAP Scheme for wellbeing and other advice from April to September 2018. This was primarily to view the content on the portal provided by our supplier and some counselling/advice over the telephone and face to face.

December 2018