



MENTAL HEALTH POLICY & GUIDELINES FOR STAFF AND STUDENTS

Disordered thoughts
Disconnection from reality
Excessive self-confidence and elation (appearing 'high')
Sexually risky behaviour.

NB: It must be remembered that some signs may be attributable to other causes, such as money worries or accommodation problems, for which students should be encouraged to seek advice from Student Services. Whether a member of staff is responding to information given directly by a student, to signs or symptoms they have observed or to concerns expressed by a third party, such as another student, it is crucial to be aware of personal and professional boundaries when offering support. Do not hesitate to refer on or seek advice. If a member of staff feels distressed by a crisis situation or by providing support for a student with mental health difficulties, they can seek support for themselves via Confidential Care, the Employee Assistance Programme for RCM staff. See the MUSE HR pages - Health and Wellbeing/Employee Assistance Programme. Staff can access advice and information on the [Supporting Our Students Staff Hub](#) on Learn about mental health issues, inclusive teaching, Learning Agreements, how to respond to concerns and how to seek support for themselves.

1. Applicants to RCM are invited to disclose a disability or health issue, including mental health conditions. This not only gives the opportunity for reasonable adjustments to be made at audition, but also enables an early dialogue to be started with successful applicants about appropriate support for their studies. The RCM will make adjustments that are deemed to be reasonable, in line with the Equality Act 2010, ensuring that students are appropriately supported whilst maintaining the integrity of their learning experience. If an applicant or student discloses a particular diagnosed mental health condition, assumptions should not be made about how this might present or their ability to pursue their studies.
2. Once enrolled, the student will be invited by the Student Services Manager to set up a Learning Agreement which will detail the support that will be provided to the student.

Levels of concern

If a student reports concerns about another student

Listen carefully and respectfully to what they are telling you

Ask if they will consent for you to use

Appendix 1: Policy on students of concern – student health and wellbeing

Introduction

1. Students are encouraged to take responsibility for their physical and mental wellbeing, and to pursue their studies in a community which promotes equality and mutual respect. However, there may be occasions when a student's presentation or actions give cause for concern about their health or wellbeing and interventions by the RCM will need to be made in the interest of the safety and wellbeing of the individual, the wider college community and society.

Policy

2. Where a member of the College is concerned about the health and wellbeing of a student, the Student Services Manager will convene a Working Group on Student Health & Wellbeing for a case conference to consider the individual case. The Group comprises of:

the Deputy Director or Director of Programmes (as Chair)

the Student Services Manager

the relevant Head of Faculty and/or Head of Programme.

The Group may call upon any of the following in an advisory capacity: RCM Counsellor, Academic Registrar, Personal Advisor or Principal Study Professor.

Members of the Working Group may be called for case conferences at short notice and not all members will need to be available for a decision or recommendation to be formed. The Working Group will consider the individual circumstances presented and follow a risk assessment process to inform any decisions.

3. In the interim, or prior to convening the Working Group, the Student Services Manager will use the Student Services Risk Assessment (see Appendix) and may attempt to contact the student directly, check their attendance/engagement records (if there are concerns about absences or lack of communication), write to their GP (with the student's consent) and/or liaise with Prince Consort Village (if the student is a resident) to request welfare checks.
4. The Working Group will generally consider the following range of actions:
 - pursue no further action;
 - communication with the student's nominated ~~trusted~~ emergency contact
 - advise the student to seek professional help voluntarily, whether from an RCM Counsellor, from Imperial College Health Centre/their GP or another agency;
 - require the student to be assessed by Imperial College Health Centre, or another appropriate medical practitioner which has been approved by ICHC;

6. Any decision to suspend the student or require a student to interrupt their studies must be agreed by at least two members of the RCM Directorate.
7. Following any break in studies for reasons related to health and wellbeing, a student will normally be required to attend a fitness to study assessment with Imperial College Health Centre (IHC). The Working Group will take the recommendations of IHC into account when considering resumption of studies.
8. If such an assessment confirms that it is not in the interests of the student or the College that the student should continue their programme of study, the Working Group may recommend continuation of interruption or suspension until they are fit to continue studies. If the student will exceed the maximum period for normal completion of the programme, the student will normally be required to

Health & Wellbeing risk assessment