



TCAT Staff Well Being Support



THE CONSORTIUM
ACADEMY TRUST

Staff Self-Referral to
staffsupport@consortiumtrust.co.uk

Staff issue or concern identified by
Line Manager/Ops Manager - referral to
staffsupport@consortiumtrust.co.uk

Referral received - HR Services assess best support route and issue Referral Form if more information needed.

Referral sent to
Mental Health Support Worker @TCAT

Issue or concern **referred to HR support services**
e.g. Occupational Health.

MHSW **contacts staff member** to agree meeting times via their preferred contact.
Initial meeting time agreed – **staff member to arrange lesson cover if required.**

Staff Issue or concern resolved – **End of process**
(timelines will be personalised and re referral can be made.)

First Session
Counselling practice, procedures and confidentiality explained and agreed with staff member.
Commitment to continue to support.

Support plan established with staff member and ongoing (as required).

- **Further 4 support sessions conducted**
- **Agreed that the member of staff has developed coping strategies for on going self support**
- **External support required for more specialist issues/concerns**
- **End of Support (re-referral available if required)**
- **MHSW@ TCAT refers back to HR Services**

Support Strategy reviewed at Session 6.