MENTAL HEALTH AT WORK POLICY STATEMENT

1. Introduction

Forkers Ltd is committed to supporting, promoting, and protecting the **mental health and wellbeing** of all employees. We recognise that mental health is as important as physical health, and that wellbeing can vary over time depending on personal circumstances and workplace factors. By addressing the causes of work-related stress and fostering an inclusive, respectful, and supportive culture, we aim to safeguard our people and ensure the sustainable success of the business.

We acknowledge our responsibilities under the following legislation and standards:

- **Health and Safety at Work etc. Act 1974** – duty to protect the health, safety, and welfare of employees.
- **Management of Health and Safety at Work Regulations 1999** – requirement to assess and manage risks to health, including psychosocial hazards.
- **Equality Act 2010** – duty to prevent discrimination, harassment, and victimisation, and to make reasonable adjustments for employees with disabilities, including mental health conditions.
- **HSE Management Standards for Work-Related Stress** – guidance for preventing and managing workplace stress.

This policy supports our integrated management system.

2. Policy Objectives

Forkers Ltd will:

- Ensure this policy is communicated to all employees and remains accessible.
- Provide **Mental Health First Aid (MHFA)** and wellbeing training for managers, supervisors, and nominated employees to support early intervention.
- Foster a workplace culture that promotes openness, inclusion, dignity, and respect.
- **Challenge stigma** and encourage open discussion of mental health.
- Monitor workloads, working hours, and leave to safeguard work–life balance.
- Ensure job roles, responsibilities, and objectives are clear and achievable.
- Offer assistance, advice, and access to **confidential wellbeing support services**.
- Support employees returning from mental health-related absence, ensuring reasonable adjustments are made in line with the **Equality Act 2010**.
- Promote fair and inclusive recruitment, retention, and career progression for individuals with lived experience of mental health conditions.
- Encourage employee feedback and continuously improve wellbeing practices.

3. Roles & Responsibilities

Directors

- Provide leadership and resources to support mental health and wellbeing initiatives.
- Embed wellbeing considerations into strategic and operational decision-making.
- Monitor policy implementation as part of management reviews and reporting.

Managers & Supervisors

- Communicate and implement this policy within their teams.
- Recognise and respond to early signs of stress or mental ill health.
- Manage workloads, schedules, and targets responsibly.
- Provide training, supervision, and development opportunities.
- Encourage open, two-way communication and foster a supportive workplace.
- Address bullying, harassment, discrimination, or victimisation promptly in line with **ACAS guidance** and the **Equality Act 2010**.
- Respect confidentiality and share information only on a **need-to-know basis** and in line with legal requirements.

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Employees

- Understand and comply with this policy.
- Take responsibility for their own health and wellbeing.
- Support colleagues and contribute to a positive and inclusive culture.
- Raise concerns about their own or colleagues' mental health with a manager, a Mental Health First Aider, or HR.
- Engage with wellbeing programmes and provide feedback to aid improvement.

4. Monitoring & Review

- This policy will be **reviewed annually in January**, or sooner if required due to changes in legislation, client requirements, or following incidents/near misses.
- Effectiveness will be monitored through wellbeing surveys, employee feedback, management reviews, and internal/external audits.
- Continuous improvement will be guided by best practice, **ISO 45001**, and **HSE guidance on stress management**.

5. Support Services

Forkers Ltd will ensure employees have access to confidential and professional support, including:

- **Forkers Ltd Mental Health First Aiders** – trained colleagues available across offices, depots, and project sites.
- **Human Resources Department** – confidential support and guidance.
- **Employee Assistance Programme (EAP)** – 24/7 access to counselling, advice, and wellbeing resources.
- **The Lighthouse Construction Industry Helpline** – 0345 605 1956 | www.constructionindustryhelpline.com
- **Mind** – www.mind.org.uk | 0300 123 3393 or Support line 0300 102 1234
- **Samaritans** – www.samaritans.org | 116 123 (24/7 confidential support)
- **NHS Mental Health Services** – via GP referral or NHS 111

These services and our approach to mental health are consistent with the following legislation and guidance:

- **Health and Safety at Work etc. Act 1974**
- **Management of Health and Safety at Work Regulations 1999**
- **Equality Act 2010**
- **HSE Management Standards for Work-Related Stress**

6. Confidentiality

Forkers will ensure that all matters relating to any employee's mental health will be treated in the **strictest confidence** and shared only on a *need-to-know basis* and with the consent of the individual concerned, except where there is a risk of harm to themselves or others.

7. Review

This policy will be formally reviewed every 12 months to ensure it remains relevant, effective, and aligned with current legislation, guidance, and organisational needs. Interim reviews will be undertaken if there are significant changes in legislation, organisational structure, or following any major incident.

8. Approval

Signed:

D Cartwright, Construction Director
1st January 2026

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