

SCOTLAND'S MENTAL HEALTH CHARTER DECLARATION



OF SUPPORT

PACE

People Active for
Change and Equality



Scotland's Mental Health Charter for Physical Activity and Sport aims to improve equality and reduce discrimination for anyone with a mental health problem, ensuring there is no barrier to engaging, participating and achieving in physical activity and sport.

To become a Charter signatory you must:

www.samh.org.uk

- Complete the contact details section in your Declaration of Support.
- Submit your Statement of Support in your Declaration of Support.
- Submit your action plan in your Declaration of Support.
- Review Charter privacy policy included in the Declaration of Support.
- Complete the consent section in your Declaration of Support
- Return your Declaration of Support to mhc@samh.org.uk.

As a signatory we are committed to the following:

- Actively promoting inclusive practice and ensuring a positive and welcoming environment for all.
- Developing inclusive policies and practices which are informed by the inclusion of mental health in strategic planning.
- Actively encouraging participation and promote messages focusing on the benefits of physical activity on mental health.
- Participating in Scotland's Mental Health Charter Network supporting meaningful collaboration, sharing resources and best practise.
- Routinely reviewing performance and identifying ways to improve working in relation to mental health.

Contact details and statement of support

Organisation	Scottish Student Sport
*Name of lead contact	Nicola Scott
Position	Head of Development
Phone number	0131 650 9653 or 9654
Email address	nicola@scottishstudentsport.com
Organisation web address	www.scottishstudentsport.com
Date submitted	26th March 2020
Organisation Statement in support of the charter. Please use the space below to compose a short statement on why your organisation chose to sign the charter.	
<p>At Scottish Student Sport (SSS) we value our staff immensely and it is important to us that everyone feels welcomed and supported. We have embedded an inclusive, positive, open and supportive culture among our staff team and key volunteers. We also encourage and empower our staff to look after their own wellbeing, which includes being physically active, individually and as a team.</p>	

SSS firmly believe in the work SAMH are doing, in particular the Mental Health Charter for Physical Activity and Sport. It is important to us to endorse the great work and get involved ourselves. Creating our Action Plan has highlighted some great initiatives we have embedded in our working practices that we will continue to champion, as well as challenges us to think about what more we could do for your staff, volunteers and the wider community of student sport.

We have updated an existing action plan

We have completed the Action Plan Template as follows

*The Lead contact must have the authority to commit and sign up to all stages of the Charter on behalf of your organisation/agency/project/company.

Date: _____ 15/05/2020 _____ Version: __ 1 _____

Creating an action plan

For a Charter to have real value and be meaningful, it needs to have a series of actions, which demonstrates commitment to change and equality. We have created a template for you to use should you wish to however we are happy to accept a preferred action plan you or organisation already work with. Importantly, the development of any action plan must reflect the key action areas within the Charter, and we would encourage you to identify success measures or outcomes.

Template action plan

Focus Area	Action Description	Resources Required	Lead Person	Timeline	Success Measure or Outcome	Progress Update
Actively promoting inclusive practice and ensuring a positive and welcoming environment for all.	<ul style="list-style-type: none"> Robust staff induction Friday Phys after team meeting Walking Meetings Participate in World Mental Health Day and Mental Health Awareness week Promote conversations around mental health All staff to complete SAMH online Mental Health Awareness course Selected staff to complete Mental Health First Aid and keep it up to date Allocate a Mental Health contact member of staff and include in their job description 	<p>Funds for Mental Health First Aid Course</p> <p>Time from Communications Coordinator to promote</p> <p>SAMH Online course</p> <p>Mental Health contact member of staff</p>	<p>Sarah Gandon – project officer</p> <p>Gavin Ritoo – communications coordinator</p> <p>Nicola Scott</p>	<p>Throughout the year</p> <p>Throughout the year</p> <p>By May 2020</p> <p>By May 2020</p>	<p>Continue to do physical activity during team meetings and do walking meetings</p> <p>All staff completing SAMH online course</p> <p>MHFA Completed by a member of staff</p>	
Developing inclusive policies and practices informed by the inclusion	<ul style="list-style-type: none"> Stopping at lunchtime for a break Encouraging physical activity at lunchtime Encouraging active commute Participate in SAMH’s Workplace Wellbeing campaign to help ‘Open 	<p>All staff buy in</p> <p>Time from Communications</p>	<p>Stew Fowlie COO</p>	<p>Throughout the year</p>	<p>Continue to allocate time and prioritise it</p>	

of mental health and wellbeing in strategic planning.	<ul style="list-style-type: none"> Up' about the issue of mental health and encouraging conversations in the workplace. Flexible working hours and locations. E.g afternoons off for counselling, or working off site Inclusion is one of our core values and embedded in our culture 	<p>Coordinator to promote</p> <p>All staff buy in and support</p> <p>All staff buy in and support</p>	Line managers All	<p>Embedded in organisation culture</p> <p>Embedded in organisation culture</p>	<p>Monitored by including it into agendas</p> <p>Monitored by including it into agendas</p>	
Actively encouraging participation and promoting messages focusing on the benefits of physical activity on mental health and wellbeing.	<ul style="list-style-type: none"> Encouraging physical activity at lunchtime Encouraging active commute Promote a mental health champion from the sector to share experiences Use website to signpost people in the network to areas of support 	All staff buy in	Gavin Rittoo – Communications Coordinator	Throughout the year	Engagement numbers in promotional pieces	
Participating in Scotland's Mental Health and Wellbeing Charter Network supporting meaningful collaboration, sharing	<ul style="list-style-type: none"> Healthy Body, Healthy Mind awards Share best practice from HBHM and the wider sector on social media Invite SAMH to attend SSS events SSS staff to attend SAMH events 	<p>SSS Project Officer</p> <p>Website</p> <p>SAMH attendance</p>	<p>Sarah Gandon – Project Officer</p> <p>Gavin Rittoo – Communications Coordinator</p>	Throughout the year	<p>Numbers signing up for HBHM and achieving it</p> <p>Social media engagement in HBHM</p>	


resources and best practice.			Event leads at SSS		SAMH attendance at events	
Routinely reviewing performance and identifying ways to improve and take positive action in relation to mental health and wellbeing.	<ul style="list-style-type: none"> Use of the Sport Census across the sector Actively participate in SAMH reviews 	<p>Sports Census</p> <p>Time to complete review</p>	Stew Fowlie - COO	<p>Throughout the year</p> <p>Set time for review (May annually at annual planning)</p>	<p>Number of responses</p> <p>Completed reviews annually</p>	

Information for Charter Map

Once your action plan has been approved, we'll add you to the Charter map so that people in your local area can find out about your activities.

Please provide the following information for each location that you operate in.

Postcode	Brief description of what is on offer (max 300 characters)
EH8 9TJ	Scottish Student Sport (SSS) was established in June 2011 with the aims of ensuring quality and breadth in well-managed sporting programmes, increasing and promoting involvement in physical activity and aiding and supporting the development of appropriate professional structures and systems throughout sport in student sport in Scotland.



Checklist:

- Review the Mental Health Charter action plan to reflect the key areas within the Charter.
- Complete your Declaration of Support.
- Submit your Declaration of Support and Action Plan.

Next steps:

Once you receive the Mental Health Charter Logo;

- Promote your involvement in the Mental Health Charter through partners and relevant stakeholders.
- Be actively involved in Scotland's Mental Health Charter Network.
- Live the Charter – deliver your action plan and help improve equality and bring about positive change

Signature of Lead Contact: Nicola Scott

Date: 26/4/20

***Upon completion please return to mhc@samh.org.uk. Please note your organisation will be added as a signatory for two years from date of approval. Following this you will be invited to resubmit an updated Declaration of Support.**

Mental Health Charter Privacy Statement

SAMH's Privacy Policy can be found on our [website](#). The following Privacy Statement is specific to the Declaration of Support to Scotland's Mental Health Charter for Physical Activity and Sport.

In signing-up to the Charter you are agreeing to SAMH processing your information as follows:

Signing up to the Charter

SAMH will collect the following information:

- Name of Lead Contact
- Position
- Name of Organisation
- Telephone numbers, email address, website details.

In addition SAMH will collate information relating to your 'statement' and 'action plan'.

Looking after your data

- The information will be stored on our database, please see SAMH's Privacy Policy on our [website](#).
- We will undertake to protect the information you share with us in line with data protection regulations.
- We will review the data every two years to ensure it is relevant and remains valid.

Using your data

We will use the data you provide to:

- Promote the Mental Health Charter – by advertising the name of the organisations who are signed-up.
- Demonstrate good practice: through case studies; but we will anonymise the information before we share it (unless you give us consent in advance – see below).
- Highlight positive action being taken: by using examples; but we will anonymise the information before we share it (unless you give us consent in advance – see below).
- Generate statistical reports (for example on the level of activity; number of organisations participating) which will be shared publicly.

Your rights

Please refer to our [Privacy Policy](#).

Consent

Please tick the following boxes where you wish to 'opt-in':

- I agree to SAMH using the information I have provided without anonymising it to demonstrate good practice; developing case studies and highlighting positive action
- I would like to receive more information about SAMH's work.
- I would like to find out more about supporting SAMH.

For more information about the Charter please contact: mhc@samh.org.uk



www.samh.org.uk

SAMH is the Scottish Association for Mental Health. Scottish Charity No. SC008897