



Mental Wellbeing Policy

The aim of this policy is to recognise the importance of the mental wellbeing of all students involved in UCC Clubs, and to outline the appropriate measures to protect all members as well as aiding club committees in their roles when dealing with a student in distress.

The Role of UCC Clubs in Students' Wellbeing

UCC Clubs, as part of the overall Student Experience, aim to improve the college experience, give enjoyment to all its members and develop the student into a more rounded individual. In order to ensure this aim is met, the club committees shall be equipped to deal with situations that may arise as a result of a wellbeing issue or a mental health illness.

Position of Welfare Officer

It is recommended that each club should have a welfare officer, which may or may not be included in the role of health and safety officer, depending on the size and needs of the club and committee. In the case of a club not having a designated officer elected to the role, the role of welfare officer will be assigned to the Club Captain or another committee member, as decided by the club committee.

There will also be a designated Health, Safety & Welfare Officer on the Clubs Executive Committee. When running for the position of OCM at the AGM, the officer must state his/her intention to take up the role of Health, Safety & Welfare Officer.

Training

At the beginning of each new academic year the Clubs Executive, in association with the Students Union, will run training for all welfare officers and club captains. It is compulsory for all Welfare Officers and Club Captains to attend, and other committee members are advised to take part but may do so at their own discretion.

This training will consist of student in distress training, provided by Student Counselling and Development, along with SafeTalk training and the provision of a general information on mental health.

A general mental health information session will also be made available to all committee members at the beginning of the year.

Procedures to follow

General Protocol when Mental Health problems arise

When faced with a major mental health breakdown:

- If the person is an immediate danger to themselves or their surroundings, then call the emergency services and do not leave them on their own. Ensure that no alcohol or other substances are consumed by the person in distress or at risk.
- If the person is expressing suicidal thoughts or ideation but you don't think they are at immediate risk of harming themselves or others, contact the welfare officer immediately. It is still advisable not to leave the person alone until you have connected them to a support service. Ensure that no alcohol or other substances are consumed by the person in distress or at risk.
- When you return home, report the incident to the Clubs Executive President and the Students' Union Welfare Officer. This will be treated confidentially and can be filled out using the template provided overleaf.

When faced with a minor mental health breakdown:

- If a person discloses that they are struggling with their mental health or if you are worried about someone and think they are struggling link them up with the SU Welfare Officer, counselling service or student health (whichever the person chooses).

Trips Away

- While it is important to have someone trained to help students in distress at training and at other events, it is vital that someone trained is present when clubs are travelling and staying overnight where a student may not have a support system or someone to turn to in times of crisis. For this reason, on every overnight trip away, there must be someone who has completed the Welfare Officer training. In the case that the Welfare Officer will not be present on every club trip, other members of the committee or ordinary members should undertake training.
- Before any trip away, members planning on travelling must fill out a form providing details for the trip. On this form, there must be sections to allow students to fill in relevant medical information. This information will only be shared with appropriate committee members and will remain confidential. Once the trip has been organised, there should be a group meeting to provide information about the club trip to the people planning on travelling. During this meeting, supports available within the committee and outside the committee must be outlined while they are away. These can be tailored from the list below, depending on the location of the trip:
 - Samaritans 116 123
 - Pieta House 021 434 1400
 - Student Counselling 021 490 3565

- SU Welfare Officer 086 184 2697
- Student Health 021 490 2311.
- Niteline 1800 32 32 42

Participation in Club Activities

- The power to deem a student fit to travel or take part in a club trip or activity initially lies with the Club Committee, who may exclude a club member if they believe it may be unsafe, either to the member or the rest of the group travelling, to do so. This may be a temporary or permanent exclusion. This may also be extended to other health conditions such as preventing a person with a heart condition from taking part in a skydiving activity.
- In all cases, decisions made by the club committee can be appealed to the Clubs Executive.

If you have any questions about the protocol to follow, please get in touch with welfare@uccsu.ie or president@uccclubs.ie. In case of an emergency, where you feel like you or someone else is a risk, please contact the emergency services on 112.



UCC Clubs Welfare Incident Report Form

Club Name:	
Date of Report:	
Date of Incident:	
Location of Incident:	
Students Involved in Incident:	
Others involved in Incident (if applicable):	
Report Author(s):	
Details of Incident: <i>Please provide as much detail as possible including times, locations in a timeline of events.</i>	
Follow up after the incident (if any):	
Any additional information:	

Statement: *I understand that every effort will be made to keep this report confidential but that it may be necessary to involve another party if the student(s) involved are at risk to themselves or to another person.*

Signed: _____ Date: _____