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1. Overview

Time to Change is England’s biggest programme to end the stigma and discrimination faced by people with mental health problems. The programme is run by the charities Mind and Rethink Mental Illness, and funded by the Department of Health, Comic Relief and the Big Lottery Fund.

We aim to work with all sectors and communities to encourage more open conversation about mental health and ensure that people with mental health problems can be equal and active citizens.

We know that the workplace is a key area where people both experience and perceive stigma and discrimination around mental health. The Time to Change Organisational Engagement team offers a range of initiatives that employers may use in order to create workplaces that are conducive to mental health and wellbeing, where stigma and discrimination around mental health has no place. Our suite of free downloadable workshops form part of this offer.

This accompanying briefing will provide you with an introduction to the topic, suggestions for how to use each workshop, guide you as to when to pause or break for interactive segments / group discussion if you so wish, and signpost to further information and support.

Each workshop film runs for between 45 minutes - 1hour and has been filmed with a small number of attendees for input. We advise allowing an additional 10 minutes to the run time shown, to allow for group discussion.

Disclaimer

These training sessions are delivered by Time to Change Regional Coordinators. Whilst our trainers are experienced and knowledgeable in their field, they are not mental health professionals or therapists. The content of these workshops is not intended to provide medical advice or serve as a substitute for it. For more information about sources of support and guidance about mental health and mental illness see the ‘Where to go for support’ section of this resource.
Introduction

The Five Ways to Well-being have been developed by the New Economics Foundation (NEF) from evidence gathered in the UK government’s Foresight Project on Mental Capital and Wellbeing (published in 2008). The report drew on state-of-the-art research about mental capital and mental wellbeing through life and asked NEF to develop the Five Ways to Well-being to communicate its key findings.

The Five Ways to Well-being are a set of evidence-based actions which promote people’s wellbeing. They are:

1. Connect
2. Be Active
3. Take Notice
4. Keep Learning
5. Give

These activities are simple things individuals can do in their everyday lives to improve their wellbeing.

This workshops explores each in turn and the practical ways in which we can incorporate The Five Ways into our daily lives.

The Five Ways have been used by health organisations, schools and community projects across the UK and around the world to help people take action to improve their wellbeing.

They’ve been used in lots of different ways, for example to get people to start thinking about well-being, to develop organisational strategy, to measure impact, to assess need, for staff development, and to help people to incorporate more well-being-promoting activities into their lives.

2. How to use this resource

These workshops have been designed to be flexible resources. We have made -some suggestions as to how and when you might like to run them, however we encourage you to use them in the way you find most beneficial, practical, and conducive to learning in your working environment.

However, please take note of a few guidelines below:

- Make sure you include signposting to internal and external sources of support in any training that touches on issues surrounding mental health and wellbeing (see the ‘Where to go for support’ section of this briefing.)

You don’t need to be an expert to talk to and support someone if they raise related issues, however it is always helpful to be able to direct them to professional
sources of support.

- Although it may be beneficial for individuals to watch the workshop on their own, to gain maximum benefit from the sessions we recommend running them as part of a group or team activity.

To do this you will need to have a nominated in house facilitator providing support, allowing for interaction between participants and exchange of thoughts and ideas. The facilitator will not need an in depth knowledge of the subject matter but it will help if they have already viewed workshop content and are familiar with the flow of the session. Our session timetable below will show you when to break for interactive segments.

- We have a range of Time to Change workplace resources that could compliment and support your session, including workplace wellbeing top tips cards, posters, myth buster activities to encourage the conversation and talking head filmed pieces about what works well to support someone in the workplace who is experiencing a mental health problem (for example, exploring reasonable adjustments that can be made).

3. Session Timetable

<table>
<thead>
<tr>
<th>Segment</th>
<th>Timings (min:sec)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>00:00 – 01:07</td>
</tr>
<tr>
<td>Definition of Mental Wellbeing</td>
<td>01:08 – 02:12</td>
</tr>
<tr>
<td><strong>Pause at 02:12 – Time for discussion</strong></td>
<td></td>
</tr>
<tr>
<td>5 things that you do to improve your wellbeing</td>
<td>02:13 – 03:03</td>
</tr>
<tr>
<td>Our responses</td>
<td>02:13 – 03:03</td>
</tr>
<tr>
<td>5 ways to wellbeing</td>
<td>03:04 – 03:52</td>
</tr>
<tr>
<td>Connect</td>
<td>03:53 – 06:11</td>
</tr>
<tr>
<td><em>Discussion points in this section</em></td>
<td></td>
</tr>
<tr>
<td>- How many people have asked you 'how are you' today?</td>
<td></td>
</tr>
<tr>
<td>- How many people have you asked?</td>
<td></td>
</tr>
<tr>
<td>- How does it make you feel when someone asks how are you?</td>
<td></td>
</tr>
<tr>
<td>Be Active</td>
<td>06:12 – 08:56</td>
</tr>
<tr>
<td><em>Discussion points in this section</em></td>
<td></td>
</tr>
<tr>
<td>- Do you exercise regularly?</td>
<td></td>
</tr>
<tr>
<td>- Does anyone take part in team sports?</td>
<td></td>
</tr>
<tr>
<td>- How does exercising make you feel?</td>
<td></td>
</tr>
</tbody>
</table>

377x296
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
</table>
| 08:57 – 12:57       | Take notice
Discussion points in this section*                                |
|                     | - Who was outside last night – did you look at the sky? If so what did you see?  |
|                     | - Has anyone watched the seasons pass by watching a tree go through the seasons? Does anyone have an example of this? |
| 12:57               | Pause at 12:57 – Interactive segment coming up
When the film resumes a breathing exercise will take place – participants should do the exercise along with the film |
| 14:27 – 15:03       | Keep Learning                                                            |
| 15:03               | Pause at 15:03 – Time for discussion
Think of an activity that you used to do that you would love to start doing again for example something you used to do at school |
| 17:33 – 18:14       | Giving                                                                   |
| 18:14               | Pause at 18:14 – Time for discussion
Think of something you have done in the past 24 hours for someone else. How do you think it made them feel? How did it make you feel? |
| 22:49 – 23:30       | What can I do?                                                           |
| 23:30               | Pause at 23:30 – Time for discussion
Think of examples of what you can do on a daily basis to improve your wellbeing |
| 23:31 - 27:45       | Our responses                                                            |
| 27:45               | Pause at 27:45 – Time for discussion
What might stop you from improving your wellbeing? |
| 27:46 – 31:37       | Our responses                                                            |
| 31:37 – 35:47       | You're not alone                                                         |
How you might run the workshop:

- Incorporate the workshop into an existing e-learning / induction package for staff.
- Run the workshop as part of an extended team meeting, or all staff meeting.
- Make content available on your staff intranet.
- Offer a space to run the workshops at a key point in the organisational or mental health calendar, for example World Mental Health Day (10 October), National Stress Awareness Day (November), or National Mental Health Awareness Week (May).

Please note, if participating alone and without a facilitator individuals will still be able to engage with the workshop content but won’t get the benefit of group reflection. This also misses an opportunity to normalise mental health by talking about it openly in a group situation.

4. FAQs

- **Is this an accredited session?**
  This workshop is not accredited and is designed solely to give an introduction to the subject.

- **Could this session exacerbate existing mental health problems?**
  This session in itself does not risk exacerbating existing mental health problems. However if viewing alone, or if facilitating a group session you should be mindful that starting any conversation about mental health can provide an opening for colleagues to disclose a mental health problem or concern. This can be the beginning of a positive pathway through which they are able to discuss needs and concerns openly and seek support if required. However, you should always have knowledge of internal and external sources of support to hand so that you may respond appropriately and helpfully.

- **Why do I need to register to use this resource?**
  We ask that you register to use this resource so that we may monitor the level of interest and usage by employers and individuals across sectors. Your contact details will not be shared outside of Time to Change. However we will share the list of organisations who have used our resources in our funder and legacy reports. No other detail will be disclosed. We are funded by the Department of Health, the Big Lottery Fund and Comic Relief.

  After you have used this resource we may contact you for feedback on its effectiveness. As part of the registration process you will be able to indicate whether or not you are happy to be contacted in this way. All feedback is confidential within Time to Change, aggregated and anonymised when shared publically or with Time to change funders as part of our reporting processes.
Can I watch this session more than once?
Yes, just follow the registration instructions.

Can I watch this session at home?
These sessions can be watched at any time in any context. However, in our experience the best results are possible when run as a group activity and attendees have the opportunity to reflect how they found the session and exchange their thoughts and ideas.

5. Further reading
For more information about The Five Ways to Wellbeing:
http://www.neweconomics.org/projects/entry/five-ways-to-well-being

6. Where to go to for support
Support for those experiencing MH problems, distress

Rethink Mental Illness - call Rethink’s general helpline for practical mental health information: 0300 5000 927. The line is open Monday to Friday, 10am-2pm. (The line is closed on Bank Holidays).

The charity also provides advice and information about issues such as

- Different types of therapy and medication
- Benefit, debt, money issues
- Police, courts and prison
- Your rights under the Mental Health Act and other laws

They also have lots of free, printable resources / PDF factsheets.

Mind – the mental health charity

Mind infoline - provides information on a range of topics including:

- types of mental health problem
- where to get help
- medication and alternative treatments
- advocacy

Phone: 0300 123 3393
Email: info@mind.org.uk

Mind infoline FAQs can be downloaded from the charity’s website and cover a range of topics including:

• What can I do if a friend or relative will not seek help for a mental health problem?
• What can I do if it is an emergency?
• What does it mean to be sectioned?
• How can I complain about the treatment I have received from NHS?

http://www.mind.org.uk/information-support/helplines/common-questions/

Mind legal – provides legal information and general advice on mental health related law covering:

• mental health
• mental capacity
• community care
• human rights and discrimination/equality related to mental health issues.

Phone: 0300 466 6463
Email: legal@mind.org.uk

Who to contact if you need urgent support

If you feel like harming or hurting yourself or other people:

• Call 999
• Go to your nearest Accident and Emergency department (A&E). You can search for your local department through the NHS Choices website

For non-emergency situations

• Visit your GP
• Call NHS 111 (NHS Direct) – open 24 hours a day, 365 days a year. They can tell you about your local crisis support services or your nearest A&E.

www.nhsdirect.nhs.uk
If you would like to offload or talk to someone about your problems, then you may find an emotional support line useful. Some to try are:

- **Samaritans** - Offers emotional support 24 hours a day  08457 90 90 90  
  jo@samaritans.org  
  www.samaritans.org

- **Sane Line** – offers specialist mental health emotional support 6-11pm everyday. 0845 767 8000  [www.sane.org.uk](http://www.sane.org.uk)

**Young Minds** – can support and advise young people and those who might be concerned about them. More information below and here; [http://www.youngminds.org.uk/contact](http://www.youngminds.org.uk/contact)

- If you are an adult worried about a child, the address is parents@youngminds.org.uk

- For general enquiries: ymenquiries@youngminds.org.uk

- Telephone us: 020 7089 5050