

Inspired Leadership Course

OHS&W

The Team



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Our Services include



OUR SERVICES INCLUDE....



Occupational Health Advisors & Health & Wellbeing Nurse

- Pre-employment screening
- Sickness reviews
- Health Monitoring
- Health Advice
- Hep B Vaccines
- Menopause advice

Occupational Health Physician

- Medical reviews
- Pre-employment medical screening
- Sickness reviews
- Ill-health retirement assessments
- Advice & support



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In House Welfare & Counselling Services

© Randy Glasbergen
glasbergen.com



"According to the latest scientific research,
the human body is 60% water and 40% stress."

Range of support available. Including talking therapies, CBT, and EMDR
Initial referrals are triaged to determine the right support for you.
Appointments can be at Occ Health, at your place of work or a convenient place for you
In-house counselling service normally 6-8 sessions



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Mandatory Support

SUPPORT FOR EMPLOYEES IN SPECIALIST POSTS (MANDATORY SUPPORT)

For officers and some staff in specialist key roles such as:

Child Exploitation

Digital Forensics

VSOM

Mandatory support does not replace a manager's responsibility for staff welfare, but recognises that for some people it may be easier to talk to someone outside of their team who is trained in listening to people.



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Referrals to Occupational Health

- Occupational Health Referral Form (OHARF)
- What makes a good referral
- Consent of the individual
- Reviews
- Lets have a go!



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Over to You.....



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Summary

- Occupational Health provides support in the workplace.
- We do not provide a treatment service and are not able to diagnose or prescribe any medication so do not replace your GP services.
- We do not have access to your GP/medical records and can only request a report from your GP with your consent.
- We offer a confidential service and will not release a report without your consent.



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Let's Talk Mental Health

Aims:

- Identify and recognise stress in yourself and your team
- Managing distress
- Building Resilience
- Referrals to Occupational Health
- Sources of Support



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Mental Health

1:4 people will experience a mental health problem every year

9:10 emergency service personnel are suffering from stress & mental health problems

4:5 think it harder to admit to having a mental illness than other illnesses

1:2 are frightened by people with mental illness

Psycho, nuts, mentally ill and crazy are the most common descriptions of those suffering mental illness

Mental Health is ranked as the top stigmatized illness



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As Managers



.....WHAT SIGNS WOULD ALERT YOU TO
POTENTIAL ANXIETY / STRESS IN YOUR STAFF



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What can be the Signs

Fear or suspiciousness of others or a strong nervous feeling

Uncharacteristic, peculiar behaviour

Recent social withdrawal and loss of interest in others

Dramatic sleep and appetite changes or deterioration in personal hygiene

Heightened sensitivity to sights, sounds, smells or touch; avoidance of over-stimulating situations

Rapid or dramatic shifts in feelings or "mood swings"

Loss of initiative or desire to participate in any activity; apathy

An unusual drop in functioning, especially at school or work, such as quitting sports, failing in school, or difficulty performing familiar tasks

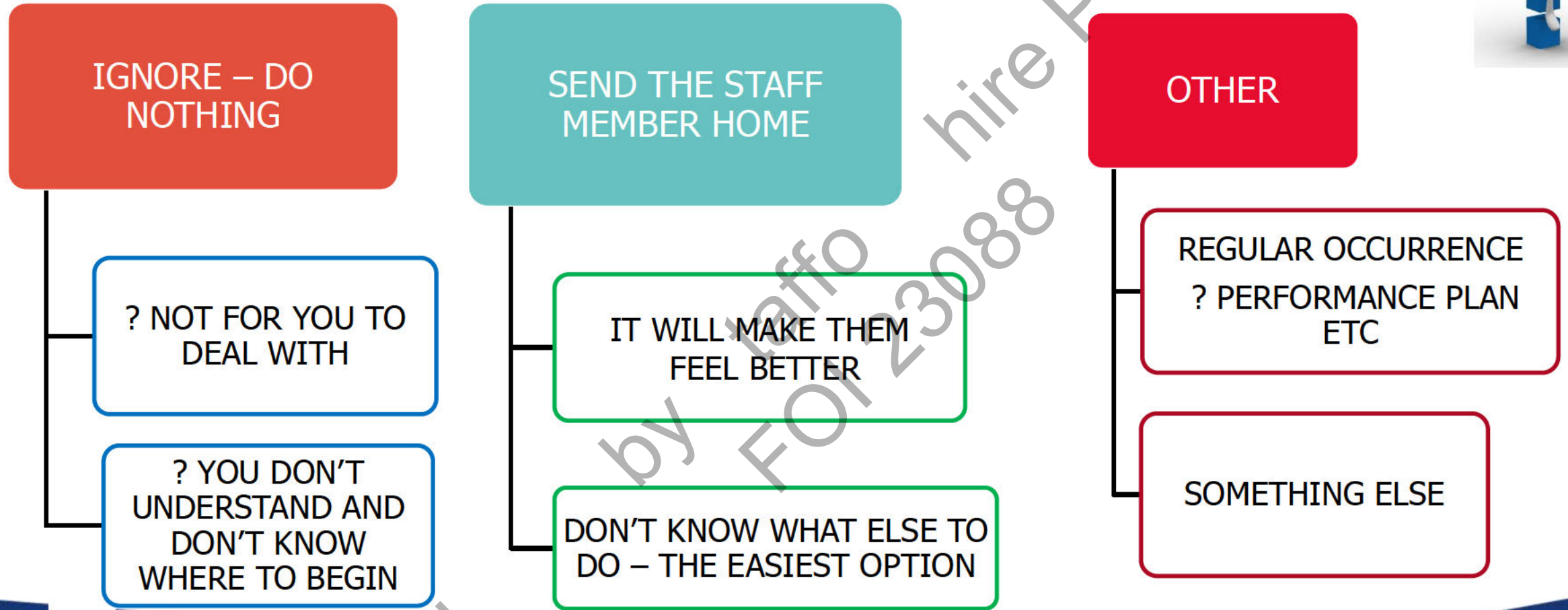
A vague feeling of being disconnected from oneself or one's surroundings; a sense of unreality

Problems with concentration, memory, or logical thought and speech that are hard to explain



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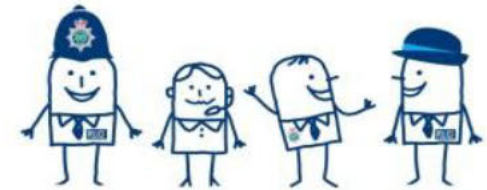
So What Would you Do???



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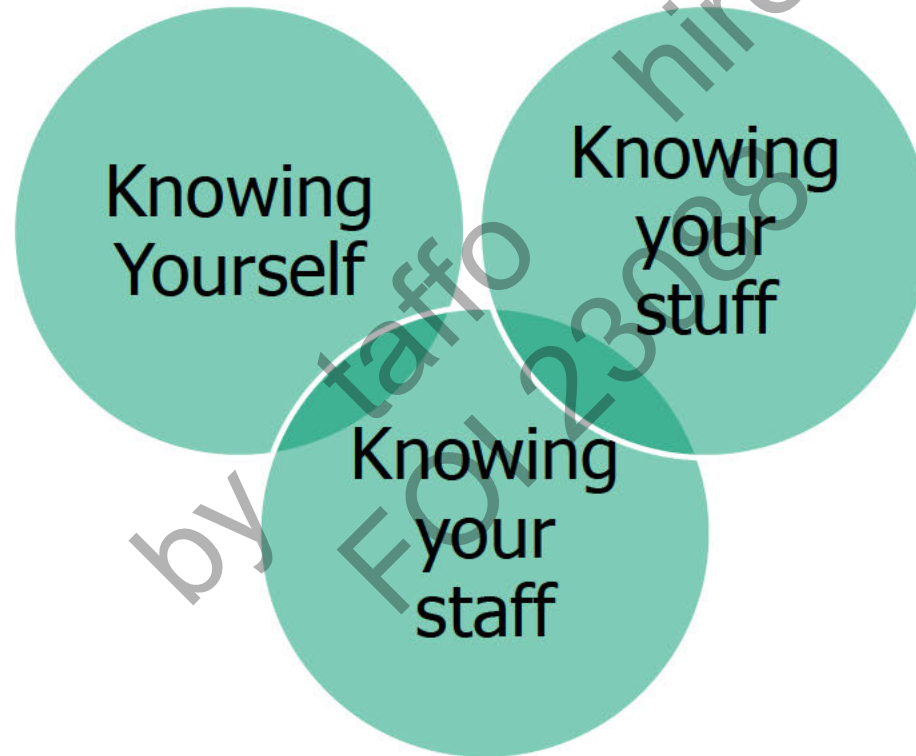
Building Resilience in your Team

- Know your staff
- Regular dialogue with team
- Monitor workloads/performance
- Work/life balance
- Be consistent
- Adapting environment and working practices
- Identify support(mentoring/coaching)
- Risk assessments (individual and team)
- Inject Humour



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3 Key Areas of Leadership



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Asses your team's strategy-fitness

Often found within teams in the workplace are the following four types of individuals who present with the main characteristics and suggestion for engagement strategy to apply to each person type:

Resisters Overly critical Narrow thinking Stubbornly unconvinced Loudly negative Resists change Engagement strategy: Communication: information sharing	Flourishers Growing and learning Open to learning Enthusiastic Optimistic Embraces change Engagement strategy: Energising: encourage and support
Drowning Overwhelmed Feels let down by management Quietly negative Dejected Does minimum to comply Engagement strategy: Personal Change worksheet	Quitters Eager beginnings but implementation problems Disillusioned when the going gets tough Blames others Resentful Withdraws Engagement strategy: Coaching/Mentor



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Ten Tips to promote a Resilient personality and lifestyle

1. Learn to manage time effectively
2. Adopt a healthy lifestyle
3. Know your limitations
4. Find out what causes you stress
5. Avoid unnecessary conflict
6. Accept the things you cannot change
7. Take time out to relax and recharge your batteries
8. Find time to meet friends
9. Try to develop a positive thinking style
10. Avoid using alcohol and caffeine



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Help and Support - Useful Links

- Thrive App
- Wellbeing champions
- Police Chaplaincy
- Police care UK <https://www.policecare.org.uk/favicon.ico>
- OSKAR Kilo [Mental Health • Oscar Kilo](#)
- Police Mutual [Wellbeing Toolkit from Police Mutual](#)
- HSE [HSE: Information about health and safety at work](#)
- Mind Blue Light [Blue light support | Mind, the mental health charity - help for mental health problems](#)



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Understanding the need to support Menopause.

A brief informative look at symptoms and adaptations

For managers and supporting staff

Aims and objectives:

- ❖ **G**ain or refresh knowledge on menopause and its symptoms
- ❖ **R**ecognise the effects it can have on **people**
- ❖ **U**nderstand the implications menopause can have on a working environment and our responsibility to law
- ❖ **N**otice possible changes menopause can have on a character.
- ❖ **T**imely support

Understanding the need to support menopause

For managers and supporting staff

What is Menopause?

- Meno = Month
- Pause = Stop
- A deficiency in oestrogen/testosterone
- End of Ovulation/Reproductive life
- 12 months after first day of last menstrual period
- Its not just about 'Hot Flashes'!!!



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What is Menopause?

Menopause has 3 stages, premenopausal, menopausal and post menopausal

- Perimenopause can start 10 years before menopause
- Average age of menopause is 50 years
- Early menopause < 45 years



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Who is effected by menopause?

EVERYBODY

- 80% have symptoms
- 25% have severe symptoms
- Symptoms can last many years even decades
- Half women do not see their GP
- 77% women did not realize their symptoms were due to menopause



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Symptoms of menopause

Physical symptoms:

- Hot flushes
- Headaches and migraines
- Night sweats
- Palpitations
- Difficulty sleeping
- Joint pain
- dizziness
- Urinary problems
- Heavy and irregular periods
- Hair and skin changes

Psychological symptoms include:

- Anxiety
- Low mood and depression
- Lack of confidence or reduced
- Panic attacks
- Mood swings

Other symptoms:

- Poor concentration and 'brain fog'
- Tiredness
- Poor memory



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By law

Employers should make sure they know how the menopause relates to the law, including the:

Equality Act 2010, which protects workers against discrimination

Health and Safety at Work Act 1974, which says an employer must, where reasonably practical, ensure everyone's health, safety and welfare at work

The menopause is not a specific protected characteristic under the Equality Act 2010. But if an employee or worker is put at a disadvantage and treated less favourably because of their menopause symptoms, this could be discrimination if related to a protected characteristic, for example:

- age
- disability
- gender reassignment
- sex



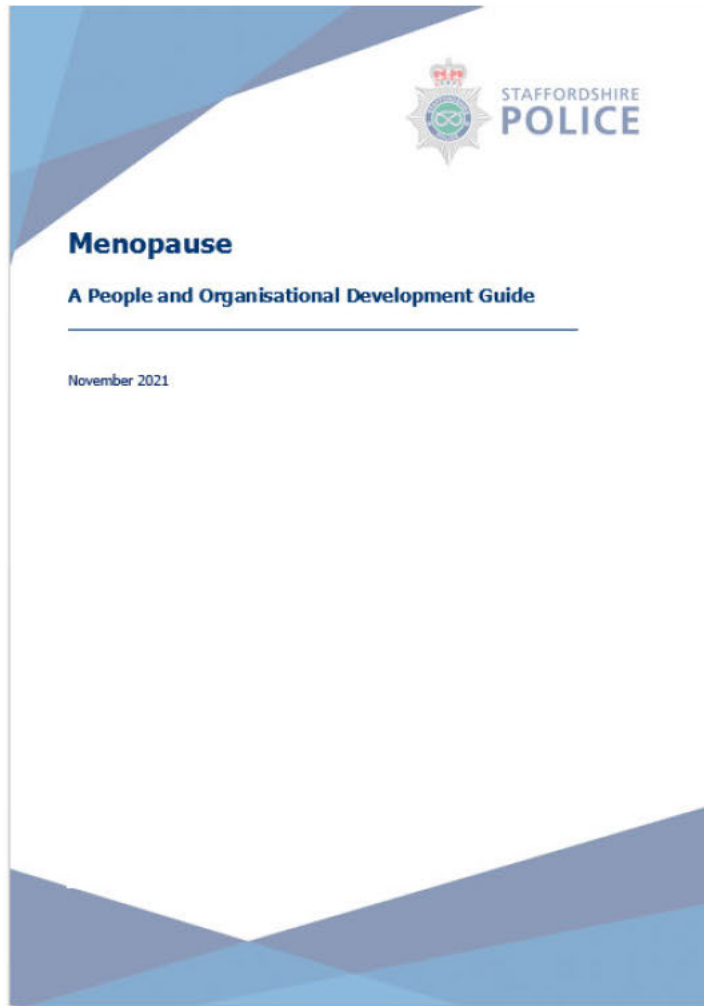
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Why Now?

- Menopausal women work, often in senior roles
- We are having children later
- Our parents are living longer
- Balancing children/elderly relatives/work/finances = Stress
- Add in hormonal imbalance and menopause.....
- Living longer in a hormone deficient state
- We need to broaden our view of age and impacts of menopause/perimenopause



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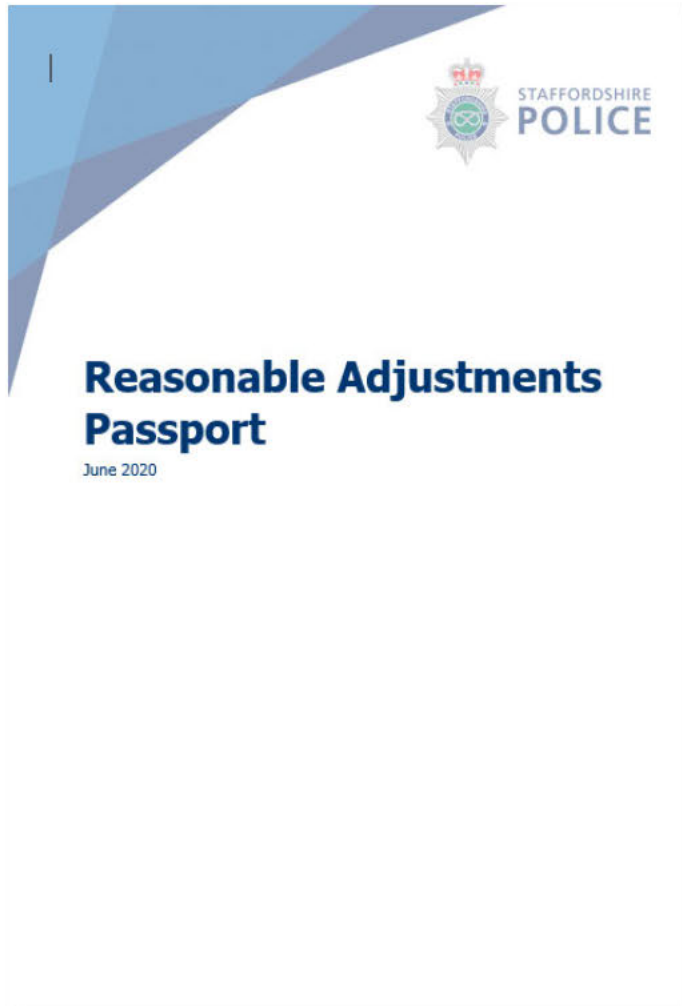


Documents available to aid understanding:

promote a force-wide understanding of what the menopause means for those going through it. This is essential to building a culture of openness, trust, sensitivity and respect around what is for many women a challenging time in their lives.



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Documents available to aid support:

This is a living document and should be reviewed regularly by both the employee and manager and amended as appropriate.

Individually tailored reasonable adjustments



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Where can the employer and employee seek support?



- HR Officer
- Unison or the Police Federation
- Disability & Carers Network
- SAWP – Menopause group
- Occupational health



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How can the environment be adapted to suit the individual?



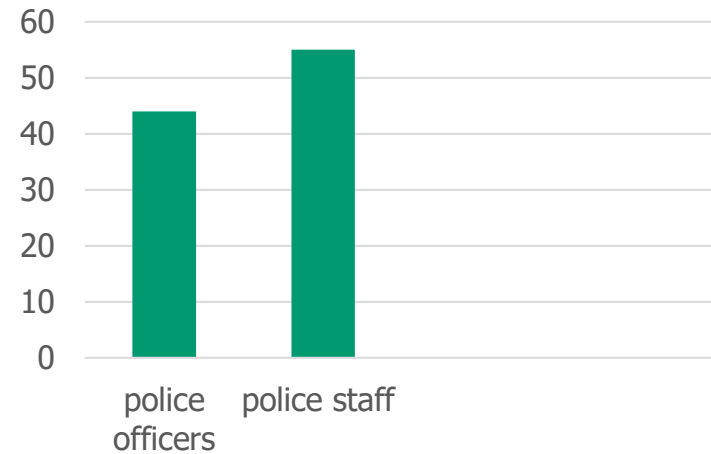
- Working time arrangements (shifts patterns, long days)
- Additional breaks
- Risk assessments looking at ventilation, clothing and access to well fair facilities.
- Workplace stress risk assessment.



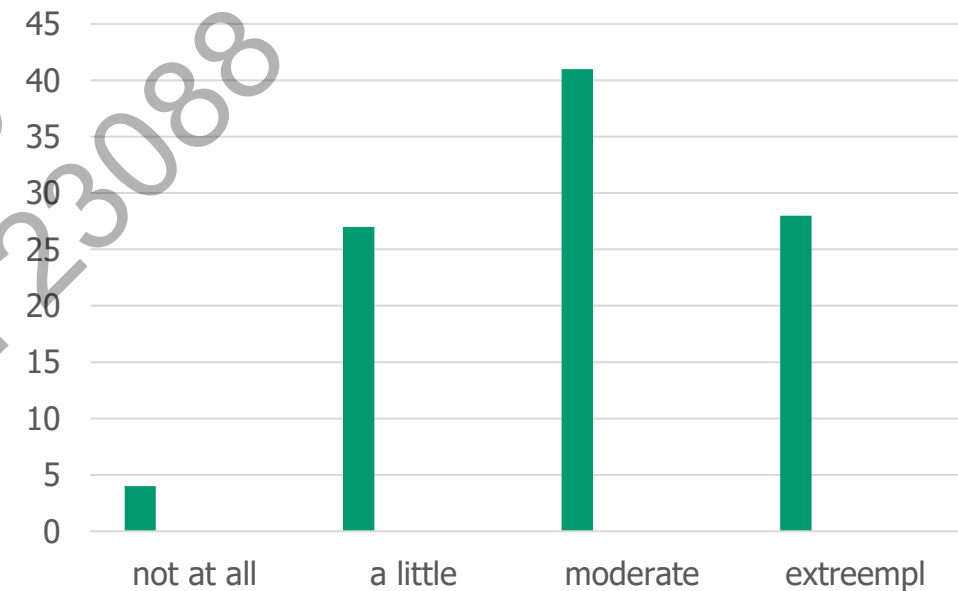
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Study completed in 2019 with Staffordshire police

% of staff taking part



How were they effected



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Start the conversation



let's talk

What you might notice in a colleague

Fatigue

Poor memory

Anxiety

Forgetting words or thread of a conversation

Mood disturbance/tearfulness

argumentative/short fuse

Not working to their normal standard of work



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What if the shoe was on the other foot?

Testosterone deficiency leads to:

Hair loss

Moobs

Shrinking testis

Shrinking penis

Lack of energy

Poor concentration

Central weight gain

Dry skin



So.... Men.... Be glad this is rare and empathise with the women who have to go through hormone deficiency!!!!



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Managing Health & Safety

by taffo hire Police
FOI 230880

Prod



Course Content

- **Why do we need to manage health and safety?**
- **Health and Safety Policy**
- **Risk Assessments**
- **Accidents, Assaults and Near Misses**



**Caution:
health and
safety gone
mad**



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School Children being ordered to wear clip-on ties in case they are choked by traditional neckwear

Children told they cannot play conkers unless they wear goggles

MYTH

Candyfloss on a stick banned in case someone falls and impales themselves.

Health and safety laws banned hanging baskets

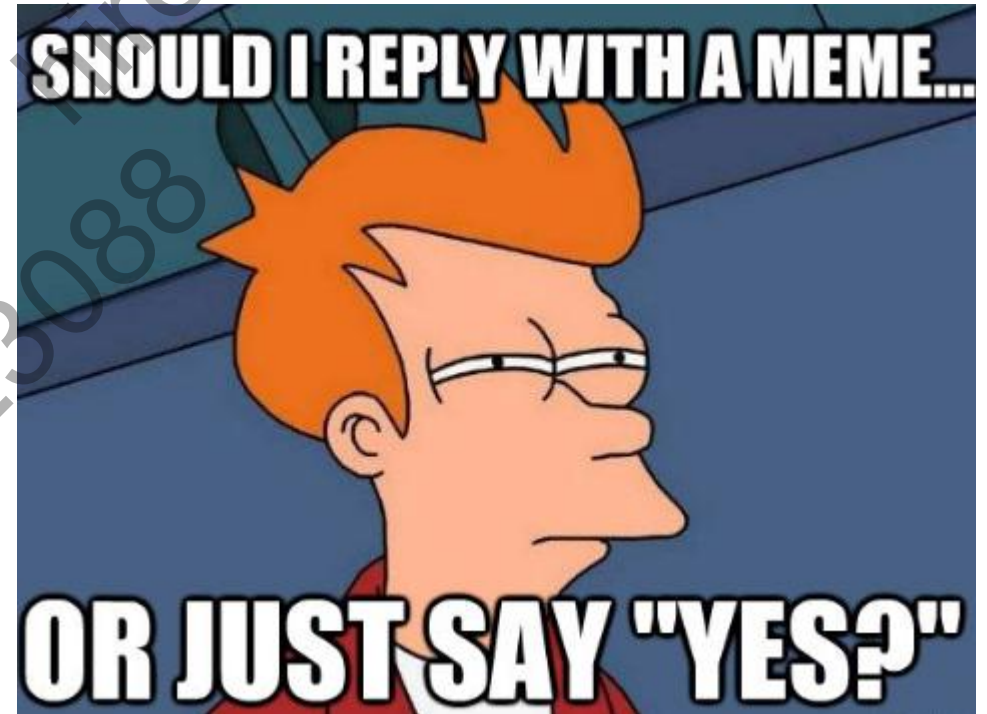
Office workers being told they cannot put up Christmas Decorations



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Does Health and Safety apply to the Police?

- The Police (Health & Safety) Act 1997
- The Health & Safety at Work Act 1974



Health, Safety and Welfare at Work

- Health
- Safety
- Welfare



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Why do we need to manage Health & Safety?

Moral

Legal

Financial

Reputational



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Delivering effective control of health and safety risks.

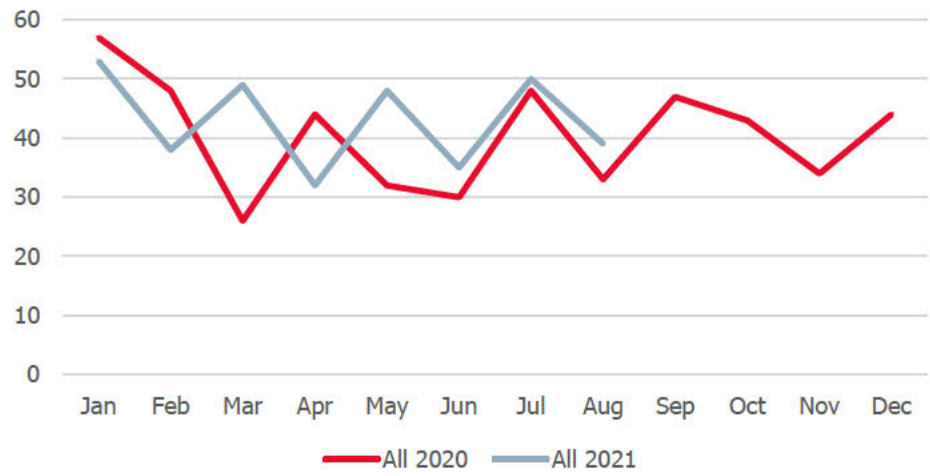
- Making sure employees know how to work safely and without risk to their or others health and safety
- Make sure that all employees follow organisational policy, procedures and rules.

REMEMBER

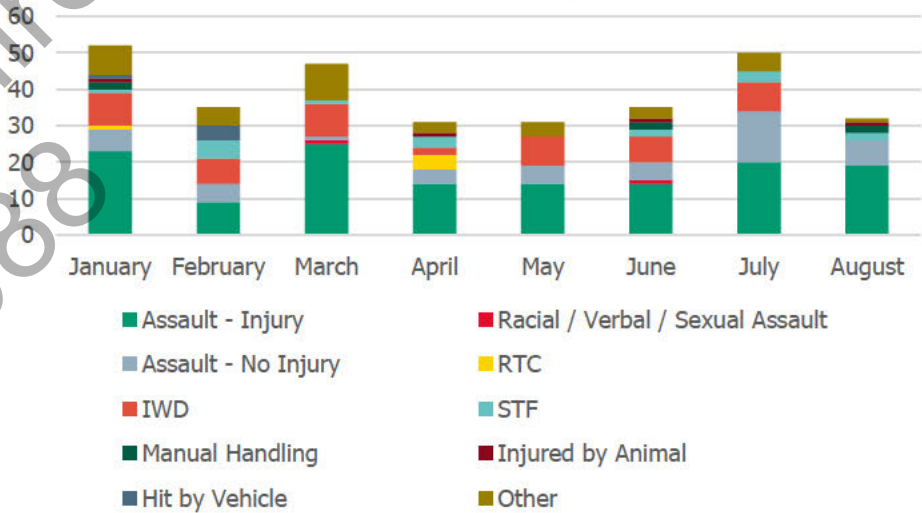
- ***A manager can delegate responsibility but CANNOT give away their accountability.***

Staffordshire Police Stats 2020/2021

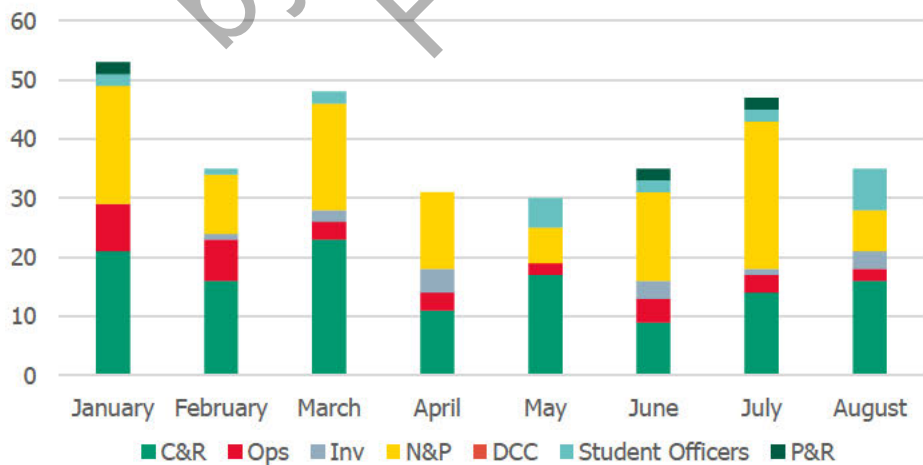
Total no of Incident



Cause of Incident by Month



Incidents by Directorate



The Health & Safety at Work Act 1974



Health and Safety at Work Act 1974

Persons entering these premises must comply with all safety regulations under the above act

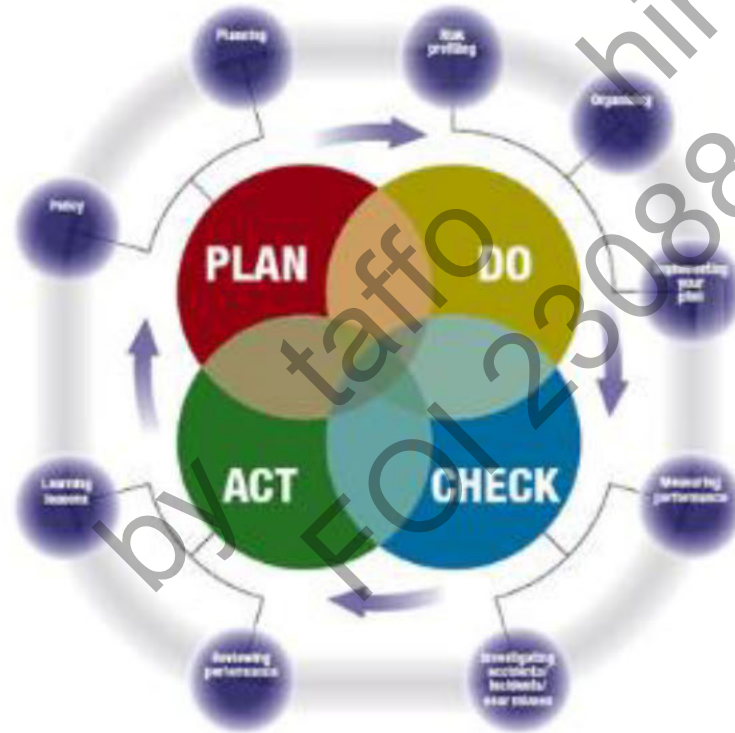


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Health & Safety Regulations



Health & Safety Policy



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Accidents

Is an event that results in injury or ill health



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RIDDOR Regulations

Including (not exhaustive)

- Fractures, other than fingers, thumbs and toes
- Amputations
- Injuries likely to lead to permanent loss or reduction in sight
- Loss of consciousness caused by head injury or asphyxia
- ***Person being away from work OR unable to perform their normal work duties, for more than 7 consecutive days*** (not including the day of the incident BUT includes weekends and rest days)

Reports to the HSE MUST be made within 15 days of the incident



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7 Point Plan

Staffordshire Police has pledged to improve the way we investigate assaults on our officers, staff and volunteers when on duty. This is to make sure they are given the right welfare support and gather learning on how to prevent similar future incidents.

July 2017 saw the launch of the [7 Point Plan](#)



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7 Point Plan

- 1. Assaults on Police Officers and Police Staff should be investigated with the same care, compassion and commitment as an assault on a member of the public.**
- 2. The Victim Code applies to all victims and therefore to assaults on Police Officers and Staff.**
- 3. The assaulted Officer must never be the OIC for the investigation into their own assault.**
- 4. Victims recover better and more quickly if they receive the right welfare and supervision.**
- 5. The Supervisor must ensure that the Local Command Team / Head of Department and Executive Office are informed to provide continuity of welfare support.**
- 6. To achieve a successful prosecution, the best evidence must be presented.**
- 7. The assaulted Officer and the Supervisor must complete the online accident reporting system report**



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Accidents, Injuries and Assaults

Any injury to an officer or member of staff **MUST** be recorded on
[Origin](#)



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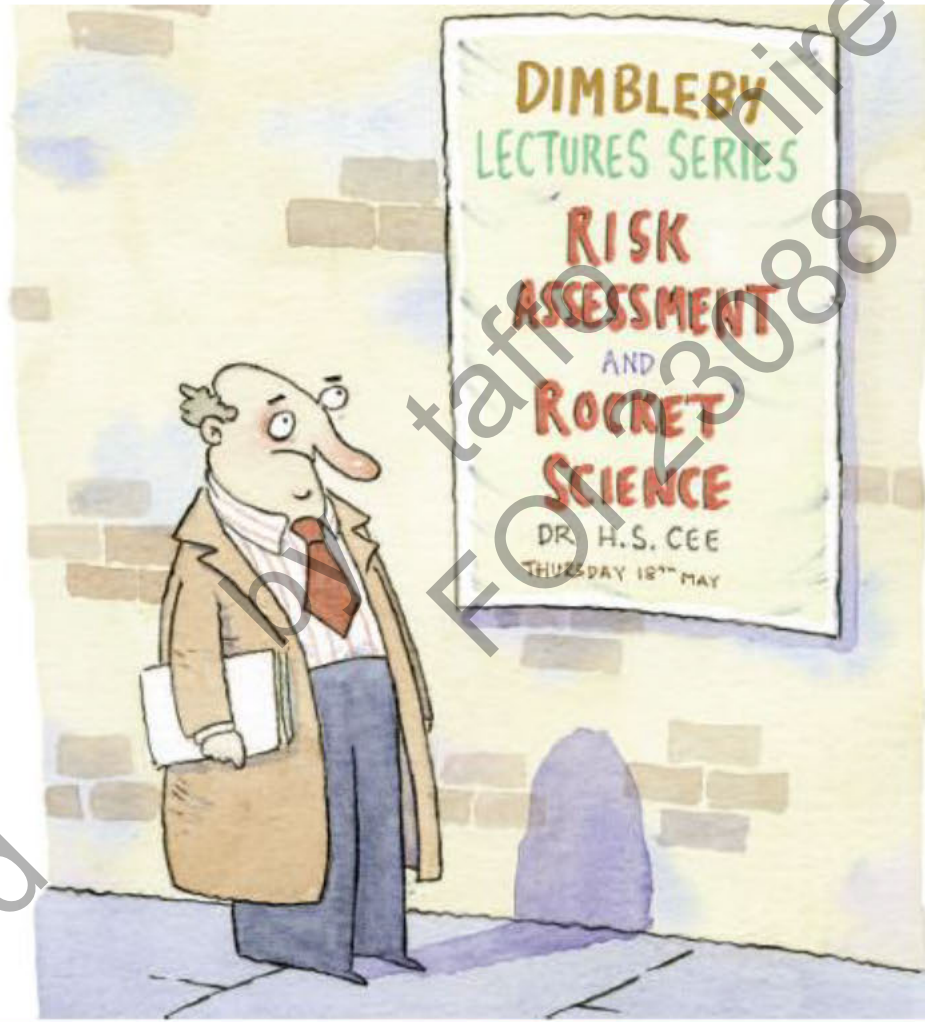
Near Misses



is an unplanned event that did not result in injury, illness, or damage – but had the potential to do so.

*Only a fortunate break in the chain of events prevented an injury, fatality or damage; in other words, a **miss** that was nonetheless very **near**.*

Risk Assessments



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Risk Assessments

Regulation 3 of the Management of Health and Safety at Work regulations require employers to make a “Suitable and Sufficient” risk assessment of the risks presented by their work activities to health and safety of employees and other persons. The aim of the assessment is to identify the measures needed to comply with the requirements of the relevant legislation.



Are there Generic and Templates to use?

- Yes – there are lots of examples and models available to get you started or assist the process.
- Generic office, custody, forensic templates are available.
- Risk assessments need to be undertaken for non routine tasks (e.g. leading into a warrant, ride alongs or community events)
- Templates are available and H&S are happy to assist, but NOT to complete.

What is a risk assessment?

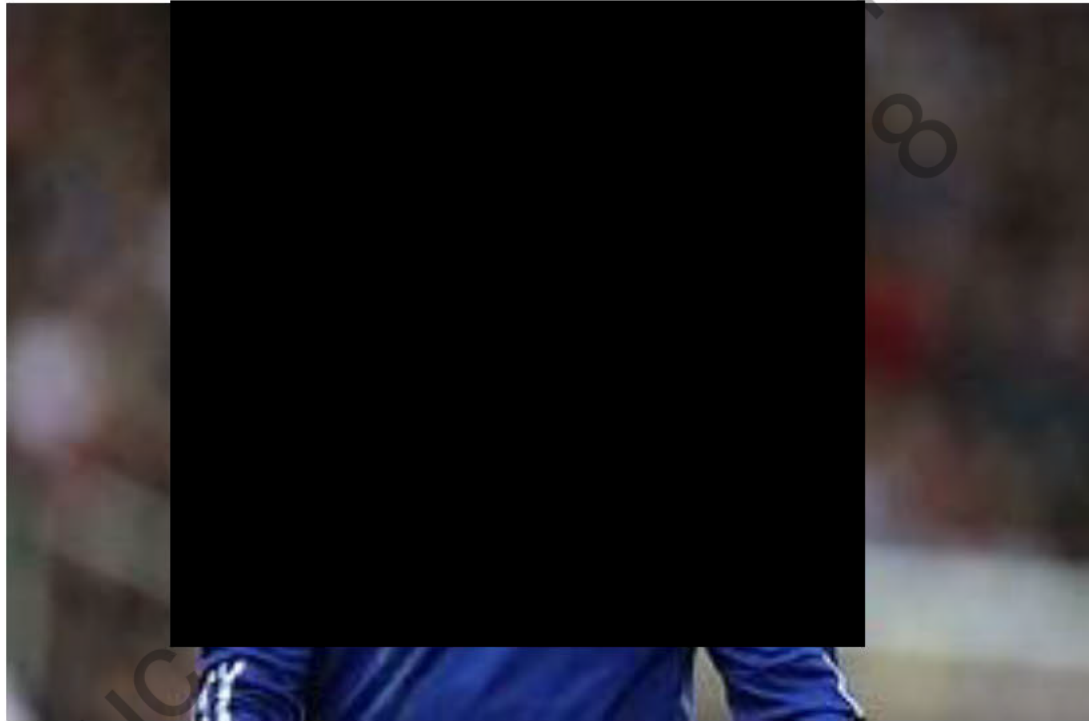
5 step approach (H&S)

- identifying hazards
- who might be harmed and how
- evaluating the risks and deciding on the appropriate controls, taking into account the controls you already have in place
- recording your risk assessment
- reviewing and updating your assessment



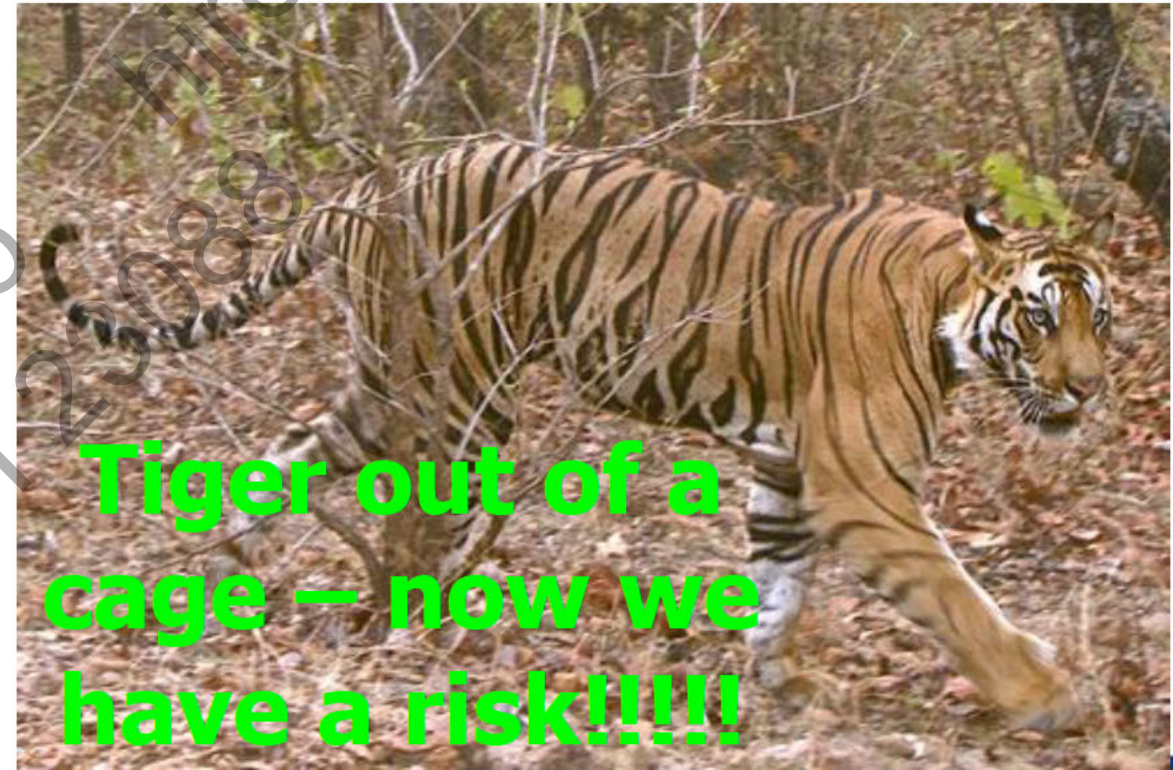
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What is a hazard?



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What is risk?



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Who could be harmed



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Control Measures

Ambulance Service ↔ Plain English

"We'll make a dynamic risk assessment."

✦✦ Translate from: Ambulance Service



"We'll wait around the corner until the police arrive" ☆



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Record Findings



STAFFORDSHIRE POLICE HEALTH AND SAFETY RISK ASSESSMENT

Description of Task / Activity being undertaken:	Team / Department	
Assessment Reference:	Date of Assessment	
Name of Assessor (s)	Review Due:	

Risk Matrix									Unacceptable risk level – further control measures are required, to reduce the risk further.
← Severity	Likelihood →	Improbable (1)	Unlikely (2)	Likely (3)	V.Likely (4)	Certain (5)	HIGH	15+	
	No Injury (1)	1	2	3	4	5			
	Minor Injury (2)	2	4	6	8	10	MEDIUM	6- 14	Attempt to implement further control measures to reduce the risks as low as practicable.
	Lost Time (3)	3	6	9	12	15			
	Major Injury (4)	4	8	12	16	20	LOW	1 - 5	Unlikely that further control measures are required, control measures are suitable and sufficient.
	Death (5)	5	10	15	20	25			

Task	Hazard	Persons at Risk	Pre Control Measures Risk			Control Measures	Post Control Measures Risk			Further Actions Required
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	



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How can you and your teams undertake your out your duties effectively AND comply with Health & Safety Requirements?

[HSE Striking the balance](#)



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Induction

**Hazards
and
Control
Measures**

**Emergency
Arrangements**

PEEPs

**Accidents,
Assaults &
Near
Misses**

**Lost
Time
Incidents**

How can I manage the Health & Safety of my team?

**Report
faults**

**Check
Team
have right
kit**

**Escalate
Concerns**

**Lead by
example**

**Wellbeing
& Morale**

**Consider
H&S with
NDM**



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Summary

Health & Safety is about taking sensible and proportionate steps to reduce the risk of harm



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Contacting us

- You can contact Occupational Health by calling:
- External Numbers [REDACTED]
- Internal Extension [REDACTED]
- [REDACTED]
- [REDACTED]
- Intranet pages <https://sp-intranet.staffordshire.police.uk/2020/09/10/occupational-health-welfare/>



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