



# Mental Health Strategy and Implementation Plan

**Advisory Board Approved Plan**

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## Version Control

<b>Version</b>	v1.0
<b>Date effective</b>	1 June 2025
<b>Review</b>	The Advisory Board will review this Plan in accordance with the Institute's <i>Policy Documents Review Schedule</i> .
<b>Approving body</b>	Advisory Board
<b>Approval date</b>	30 May 2025
<b>Approval meeting</b>	Advisory Board meeting held in May 2025.
<b>Policy owner</b>	Advisory Board
<b>Policy contact</b>	Dean
<b>Related Documents</b>	Glossary of Terms Campus Facilities and Security Plan Critical Incident and Emergency Management Plan Work Health and Safety Policy Human Resources Management Policy Risk Management Plan Staff Code of Conduct Student Code of Conduct
<b>Related Legislation</b>	Education and Training Act 2020 Mental Health (Compulsory Assessment and Treatment) Act 1992 Health and Safety at Work Act 2015

## **1. Preamble**

### *1.1 Purpose*

The Mental Health Strategy and Implementation Plan ('the Plan') has been developed to help provide an inclusive, supportive environment that promotes positive mental health and wellbeing for all students and staff at Canterbury Institute of Management ('the Institute' or 'CIM'). This Plan has been developed to help CIM meet its obligations under the Education and Training Act 2020, the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021, and the Health and Safety at Work Act 2015. It supports the development of an inclusive environment where wellbeing is prioritised and all students and staff feel culturally safe, supported, and empowered to thrive.

## **2. Scope**

This Plan applies to all students and staff at CIM.

## **3. Definitions**

For Definitions, refer to the *Glossary of Terms*.

## **4. Policy Statement**

CIM acknowledges Te Tiriti o Waitangi as a founding document and is committed to honouring its principles by ensuring mental health support reflects the needs of Māori learners and staff, alongside other diverse cultural groups. Our approach supports cultural safety, belonging, and equity in student outcomes.

## **5. Policy Principles**

CIM's Mental Health Strategy and Implementation Plan aims to:

- 5.1 Assist CIM in promoting good student and staff mental health and well-being;
- 5.2 Actively communicate the importance of, and expectations for, CIM's commitment to fostering a supportive environment that embraces diversity within a safe, respectful, and collaborative culture;
- 5.3 Enhance its delivery of support and mechanisms to enhance student mental health and well-being. Integrate into CIM's self-assessment and quality assurance processes as required by NZQA, using feedback and outcome data to improve mental health support services and strategy implementation.

## **6. Mental Health Strategy**

CIM recognises that positive mental health and wellbeing is a fundamental contributor to student success throughout their study at the Institute and beyond. CIM is committed to maintaining a vibrant community by providing supportive student and staff experience where their safety and well-being is assured. CIM has adopted the following mental health strategies to develop and promote an inclusive and supportive community that fosters positive mental health for students and staff:

### *6.1 Promotion*

- a. Promote greater awareness of mental health and wellbeing and thereby reduce the stigma associated with mental health;
- b. Provide information and resources to build understanding and knowledge of mental health among students and staff;
- c. Provide and support professional development opportunities for staff that focus on supporting students' mental health and wellbeing.

## 6.2 Protection

- a. Create and foster a culture of inclusiveness for all students and staff with the purpose of increasing sense of belonging and connection and thereby reducing their risk of developing mental health issues;
- b. Demonstrate a strategic commitment to integrating an inclusive environment for all students and staff;
- c. Have a zero tolerance for discrimination against students and staff who have mental health issues;
- d. Include information about mental health and strategies for enhancing student mental health and wellbeing in the New Student Orientation and Staff Induction documents.

## 6.3 Intervention

All support services will follow privacy and confidentiality standards as per the Privacy Act 2020, and students will be referred to appropriate culturally compliant internal or external services when required. Provide timely and culturally responsive support interventions for students and staff experiencing mental health challenges. CIM will assist by identifying concerns early, offering initial in-house support where possible, and referring individuals to appropriate external professional services. All referrals are voluntary, and the cost of external services will be the responsibility of the individual. CIM will ensure these processes align with the Privacy Act 2020 and the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021.

## 7. Implementation Plan

CIM will measure the impact of its Mental Health Strategy by using a mixture of quantitative and qualitative data obtained from various data sources, including student and staff surveys and student and staff feedback. CIM will adhere to the following necessary critical steps to execute and implement the Mental Health Strategy into practice:

- 7.1 Introducing student to the campus and the available support services to experience the Institute, as a place where connections can be made and where they can feel safe, included and part of a community, e.g., at through the New Student Orientation Sessions and CIM Student Association;
- 7.2 Making the relevant policies and procedures easily accessible to students and staff by publishing on the Institute's website;
- 7.3 Publishing the information about student support services and other relevant services on the Institute's website e.g., in Student Handbook and through CIM Student Association;
- 7.4 Delivering a range of activities promoting students and staff resilience and mental health literacy;
- 7.5 Providing regular and meaningful feedback to students on their academic progression which will enable them to more effectively engage with their learning;
- 7.6 Providing resources and appropriate physical teaching spaces to the staff to assist the promotion of active and collaborative learning;
- 7.7 Providing personalised support through the Student Support Officers, Student Support Manager, Counsellor, Programme Leaders, Academic Director/Dean or staff - recommended external counselling professionals for students and staff who may need support in dealing with mental health matters.
- 7.8 CIM will have staff available who have undertaken mental health first-aid training/course. Where needed, CIM will facilitate the external referral.

## 8. Review of Mental Health Strategy

- 8.1 The Academic Director/Dean is responsible to monitor the strategic direction achieved in the

associated Implementation Plan.

- 8.2 The Executive Management Team is responsible for reviewing the Institute's Mental Health Strategy regularly to:
- a. ensure the continuing suitability, adequacy, and effectiveness;
  - b. consider the continued relevance of the relevant policies, minimum standards, procedures, objectives, and targets, plans and responsibilities;

8.3 The Executive Management Team is responsible for collecting the necessary information to carry out the review process, including advice on changing circumstances.

8.4 The Advisory Board is responsible for review and approval of the Plan.

## **9. NZQA and Code of Practice Alignment and Cultural Safety**

9.1 This Strategy supports CIM's compliance with:

- a. The Education and Training Act 2020
- b. The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021,
- c. The Health and Safety at Work Act 2015, and
- d. The NZQA Quality Assurance Framework.

CIM commits to prioritising student mental health and wellbeing as a foundational requirement for success, retention, and equity in learning.

9.2 CIM recognises that Māori and International learners face unique wellbeing challenges. The Strategy reflects Māori models of wellbeing (e.g. Te Whare Tapa Whā) and promotes culturally safe practices in all wellbeing services.

9.3 Staff involved in student support will be encouraged to complete cultural competence and Te Tiriti awareness training to ensure inclusive and responsive support.

9.4 Mental health services, policies, and procedures are:

- a. Introduced during Student Orientation and Staff Induction
- b. Made available on the CIM website and student portals
- c. Promoted throughout the year via workshops, counselling sessions, and resilience events.

9.5 CIM ensures that all students, including international and underrepresented learners, are aware of how to access mental health support in a timely, confidential, and culturally sensitive manner.