**Wellbeing Action Plans**

To be used by line managers with team members to effectively develop a personal action plan to proactively manage mental and physical health and wellbeing at work.

|  |
| --- |
| 1. What helps you stay physically and mentally well whilst at work? |
|  |
| 1. What can we do to support you staying well at work? |
|  |
| 1. Are there any situations at work that can trigger any poor health and wellbeing for you?   (Or if not worked related situations at home such as substance misuse or domestic abuse) |
|  |
| 1. Are there any early warning signs that we might notice when you are starting to feel stressed or mentally or physically unwell. |
|  |
| 1. What support could we put in place to minimise triggers or to support you to manage your symptoms? |
|  |
| 1. If we do notice early warning signs that you are feeling stressed or unwell what should we do? |
|  |
| 1. What steps can you take if you start to feel unwell at work? |
|  |

Signed (manager) ……………………….. Signed (employee) ………………………..