



Qubit

MENTAL HEALTH & WELLBEING POLICY

QUBIT INTERIOR SOLUTIONS LIMITED
PIER HOUSE, THAMES ROAD, DARTFORD, DA1 4SL



MENTAL HEALTH & WELLBEING POLICY

Company: Qubit Interior Solutions Limited (Qubit Group)

Location: Pier House, Thames Road, Crayford, DA1 4SL

Prepared By: Kyle McGimpsey

Position: Managing Director

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1. Policy Statement

The organisation is committed to promoting positive mental health and wellbeing and creating a supportive, inclusive and healthy working environment for all employees.

We recognise that mental health is as important as physical health and are committed to reducing stigma, encouraging open communication and supporting employees who may experience mental health difficulties or wellbeing concerns.

The organisation aims to:

- Promote a positive workplace culture.
 - Support employee wellbeing.
 - Prevent work-related stress where reasonably practicable.
 - Provide appropriate support and assistance.
 - Encourage early intervention and open discussion.
 - Comply with relevant health and safety and equality legislation.
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2. Scope

This policy applies to:

- All employees.
 - Temporary and agency workers.
 - Apprentices and trainees.
 - Contractors and consultants where appropriate.
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3. Objectives

The organisation will:

- Promote awareness of mental health and wellbeing.
- Foster a respectful and supportive workplace.



- Encourage work-life balance.
 - Identify and reduce workplace stressors.
 - Provide access to support where possible.
 - Encourage employees to seek help when needed.
 - Train managers to support employee wellbeing appropriately.
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4. Responsibilities

Management Responsibilities

Managers and supervisors are responsible for:

- Promoting a positive and supportive working environment.
- Monitoring workloads and workplace stressors.
- Treating employees with dignity and respect.
- Supporting employees experiencing mental health difficulties.
- Encouraging open communication.
- Signposting available support services.
- Maintaining confidentiality where appropriate.
- Employee Responsibilities

Employees are encouraged to:

- Take reasonable care of their own wellbeing.
 - Support colleagues respectfully.
 - Raise concerns where work-related stress or wellbeing issues arise.
 - Participate in wellbeing initiatives where appropriate.
 - Seek support when needed.
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5. Mental Health and Wellbeing Support

Support available may include:

- Open discussions with managers.
 - Flexible working arrangements where appropriate.
 - Occupational health referrals.
 - Employee Assistance Programmes (EAPs) where available.
 - Mental health first aiders or wellbeing champions.
 - Access to counselling or external support services.
 - Stress risk assessments where required.
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6. Work-Related Stress

The organisation recognises that excessive workplace stress can negatively affect health, wellbeing and performance.

The organisation will:

- Assess and manage work-related stress risks.
 - Encourage reasonable workloads and working hours.
 - Address bullying, harassment or inappropriate behaviour promptly.
 - Monitor absence and wellbeing concerns.
 - Encourage regular breaks and work-life balance.
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7. Confidentiality

Mental health and wellbeing concerns will be treated sensitively and confidentially wherever reasonably practicable.

Information will only be shared where necessary and in accordance with data protection requirements.

8. Equality and Non-Discrimination

The organisation will not tolerate discrimination, victimisation or unfair treatment relating to mental health conditions or wellbeing concerns.

Support will be provided in accordance with the Equality Act 2010 where applicable.

9. Training and Awareness

The organisation will:

- Promote awareness of mental health and wellbeing.
 - Provide training and guidance where appropriate.
 - Encourage managers to recognise signs of stress and poor mental health.
 - Promote a culture where employees feel comfortable discussing wellbeing concerns.
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10. Monitoring and Review

This policy will be reviewed periodically to ensure continued suitability, effectiveness and legal compliance.




The organisation will seek to continually improve mental health and wellbeing arrangements through employee engagement and feedback.

Reviewed / Approved By:

Name: Kyle McGimpsey

Position: Managing Director

Signature: 

Date: 18/05/2026