

Mental Health and Wellbeing Charter

Policy Name: Mental Health and Wellbeing Charter		
Policy Number: V2.0	Document Type: Charter	Effective Date: May 2019
Last Reviewed: April 2024	Next Review: April 2027	
Applicable Template: True Sport Mental Health and Wellbeing Policy		
This Charter will be reviewed every three years or earlier if required by the organisation. The review will ensure it reflects both the community expectations and all legal requirements.		



Overview

For the purposes of this policy, WA Volleyball Association Incorporated will be referred to as Volleyball WA or VWA.

Volleyball WA places the upmost importance on the mental health and wellbeing of our sport's community and all key stakeholders including, but not limited to VWA Employees, Board and Committee Members, VWA Affiliates, Members and Volunteers. VWA recognises the importance of creating a safe, inclusive, and supportive environment for all.

Vision

To take the lead in shaping the volleyball community to one that prioritises the mental health and wellbeing of all, ensuring each participant feels valued, supported, included, and empowered, while actively promoting inclusive and enjoyable experiences within the world sport of volleyball.

Purpose

Promote mental health awareness and support in the WA volleyball community by fostering an inclusive and stigma-free environment, with the overarching goal of inspiring healthy minds and bodies through volleyball.

Application

This Charter applies to all key stakeholders including, but not limited to VWA Employees, Board and Committee Members, VWA Affiliates, Members and Volunteers.

Roles and Responsibilities

VWA'S role and contribution in making this Charter effective is to:

- Champion mental health and wellbeing initiatives including, but not limited to:
 - Promoting mental health and wellbeing through initiatives and activities including encouraging help-seeking behaviours and connecting people to support services; and
 - Sharing information about mental health and wellbeing via email, newsletters, and club social media platforms
- Proactively appoint, maintain, and promote the Mental Health Champion(s) role.
- Embed mental health and safety risk management processes into occupational health and safety management systems to ensure both physical and mental health and safety is supported systematically and effectively.
- Develop a culture, skills and environment that empowers workers to raise and better recognise mental health and wellbeing issues, in order to assist themselves and their colleagues.
- Undertake data collection and reporting that improves our understanding of mental health and wellbeing in the sporting sector, to inform continuous improvement in the programs and services offered to employees.

- Deliver evidence-based training programs that support the capability of Managers and Coordinators (including Health and Safety Representatives) in identifying, preventing, protecting and addressing mental injury and illness, as well as promoting positive mental health and wellbeing.
- Consult, communicate and provide services that support mental health and wellbeing that can be accessed and utilised by all employees and Members of the WA volleyball community.
- Providing support in a way that protects the privacy and confidentiality of individuals affected by mental health and wellbeing issues, except as required by law (i.e. mandatory reporting requirements), or where there is an immediate threat of harm to self or others. VWA will achieve this by:
 - Obtaining written consent to share mental health related information: and
 - Ensuring privacy by sharing information on a need-to-know basis, safeguarding individual's identities, and obtaining consent before disclosing private mental health information; encouraging sharing only relevant details in a manner that avoids identifying the individual unless necessary.
- Review VWA responses to mental health and wellbeing issues that occur and evaluate how to improve mental health and wellbeing Charter and procedures in the future.

Practical Tips to Look After Your Mental Health and Wellbeing

- Engage in your regular exercise or preferred physical activities.
- Practice mindfulness and meditation techniques.
- Practice self-compassion – this involves being kind and understanding to yourself. Treat yourself like you are your own best friend!
- Spend time with your favourite people having fun. Laughing and positive social interaction has been shown to significantly promote positive wellbeing!
- Prioritise getting enough sleep.
- Eat well and avoid harmful levels of alcohol.
- Discuss your experiences with a capable and trusted colleague, family, or friend (whilst maintaining all necessary confidentiality).
- Create some quiet time for just being by yourself or self-reflecting.
- Take time out. This includes taking a break from your responsibilities if you need to.
- Participate in your hobbies or activities that bring you joy and fulfilment.
- Practice deep breathing techniques. An example of this is the 5X5X5 Breathing Technique. To do this technique you inhale for a count of 5, hold for a count of 5, then exhale for a count of 5, and you do those 5 times.
- Maintain a mind frame of not taking things personally - even if you have been criticised or attacked. People behaving unreasonably to you is often more about issues they are having, rather than anything you have done.
- Relax your face then body muscle by muscle. This is called Progressive Muscle

Relaxation or PMR. You do this by lying down and gently sequentially tensing each large muscle group for 5 seconds, then relaxing.

- Stand up and stretch.
- Spend time outdoors in nature.
- Get some sunshine - while staying sun smart!

- Find a wellbeing resource that works for you.
- Write down everything that's on your mind so you can stop thinking about it and come back to the issue when required. Having notes written down means that you can forget about the issue when away from work and address it in some allocated time.
- Write a to-do list and check off jobs as you complete them

Looking out for your Colleagues

If you're concerned that someone you work with doesn't seem themselves, having a conversation and checking they're okay can make a real difference. You may notice your colleague is:

- Turning up late to work, often off sick or taking unexplained days off
- Finding it hard to make decisions, manage multiple tasks or meet deadlines
- Losing confidence and having negative thought patterns
- Struggling to concentrate
- Avoiding colleagues – either socially or in a group situation such as meetings
- Acting differently including a change in their mood and/or physical presentation

Supporting Documents and Resources

[VWA Mental Health and Wellbeing Strategy](#)

[True Sport – Community Links and Important Contacts](#)

[Critical Incident eToolkit for Mental Health and Wellbeing](#)

Document Control

Version History

Date	Version number	Executive Summary of changes
May 2019	1.0	This Charter was adopted at the May 2019 VWA Board Meeting.
April 2024	2.0	Charter aligned to Sportwest True Sport initiative
December 2025	2.0	Updated legal name "WA Volleyball Association Incorporated will be referred to as Volleyball WA or VWA" as required by CCIWA