**Young People’s Programme (YPP) Organisational Pledge**

**Action Plan**

The completion of this action plan marks an important step in the process of pledging to Time to Change Wales (TtCW) as part of our Young Person’s Programme. As a youth focused organisation your pledge will aim to support the mental health and wellbeing of young people, employees, volunteers and other stakeholders to positively change your organisation’s policy and practice towards mental health.

It’s not a problem if your action plan is still a draft at this stage. You can add to and develop your plan at any time; we encourage organisations to think about their plan as a living document. While neither a quality mark nor endorsement is needed for a pledge to have real value, it should lead to some practical action. Your action plan will not be shared with anyone outside of Time to Change Wales but we need to see that you are serious about being active in the campaign to ensure the Organisational Pledge maintains its value.

In order to continue with your request to sign the pledge, please complete this document and email it to [pledge@timetochangewales.org.uk](mailto:pledge@timetochangewales.org.uk). Please submit your plan a **minimum of 4-6 weeks** before the date of your pledge signing to give us time to feedback on your plan and commission your pledge board. You should have received a full guide on how to create your action plan, along with an explanation of the six key principles listed within it. If you haven’t received this, let us know by emailing [pledge@timetochangewales.org.uk](mailto:pledge@timetochangewales.org.uk).

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| **Organisation**  **Name:** |  | **Main contact details: (Name, email and phone)** |  |

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| **Action plan principle** | **Activity description**  *List at least one tangible activity your organisation has planned to tackle mental health stigma and discrimination for each action plan principle.* | **Internal lead(s)**  *Outline who is/are responsible for leading on each activity* | **Timescales**  *Provide planned timescales and dates* | **Performance measure(s)**  *Outline how you will monitor impact and success* |
| **Demonstrate senior level buy-in**  How will you show that your senior management team is committed to addressing mental health within your organisation for staff, young people and other stakeholders? |  |  |  |  |
| **Raising awareness about mental health throughout your organisation**  How will you get your staff, volunteers and young people talking about mental health?  What activities will you plan? You may want to refer to [our free resources and materials](http://www.timetochangewales.org.uk/en/talk-about-mental-health/wecanwewill/resources/) developed specifically for young people and employees. |  |  |  |  |
| **Update and implement policies to address mental health problems**  How easy is it for staff, volunteers or a young person with a mental health problem to find out how your organisation will treat/support them?  How can you change your policies and practices to encourage those with mental health problems to come forward?  What information or training can you give line managers, employees and volunteers to support each other and young people who access your services with their mental health? |  |  |  |  |
| **Encourage people to share their personal experiences of mental health problems**  How will you get your employees/volunteers and young people to share their experience of mental health problems at an organisation-wide level, e.g. through intranet posts, social media or newsletters? |  |  |  |  |
| **Equip your organisation to have conversations about mental health**  How will you ensure all of your staff feel comfortable discussing mental health with their line managers, reports, colleagues, volunteers and young people? |  |  |  |  |
| **Provide information about mental health and signpost to support services**  How will you ensure your stakeholders have easy access to information on mental health and where to find help or signpost others for support? |  |  |  |  |

**Tell the world about your organisational pledge and commitment!**

**Website summary**

Once you’ve signed the pledge we will add your logo to our young people’s pledge wall. Please supply us with your logo along with a summary of your pledge commitment and any activity you’re planning on doing.

**Please note** we may edit the text before it’s published on our website.