Leaders Handbook:

Primary and Secondary Schools

be you | Beyond Blue

With delivery partners

Early Childhood Australia
A voice for young children

headspace

Funded by

Australian Government
Department of Health

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Welcome

As an educator, you're all about helping children and young people to flourish. **So are we.**

If you're a leader in a primary or secondary school, this Handbook is for you. Working closely with children and young people, you're in a great position to help drive positive change — not just at an individual level, but within the whole school community. Be You will help you make the most of this opportunity.

How to use this Handbook

This Handbook will help you begin your Be You journey.

It outlines the benefits of the framework, how it can be implemented and your role as a leader in this process. It also provides information about how to look after your own mental health and how to support a mentally healthy workplace for your staff.

The Handbook is an ideal starting point to understanding Be You. It's also a great tool to get others in the community on board, and a useful resource to refer back to as you implement Be You at your school. It's a high-level overview, and handy links are provided throughout to direct you to more detailed information.

It's written primarily for principals, but other leaders within your school — such as the school council or members of the senior leadership team — will also find it useful.

If you're a leader in an early learning service, you might want to read the Leaders Handbook: Early Learning Services instead.

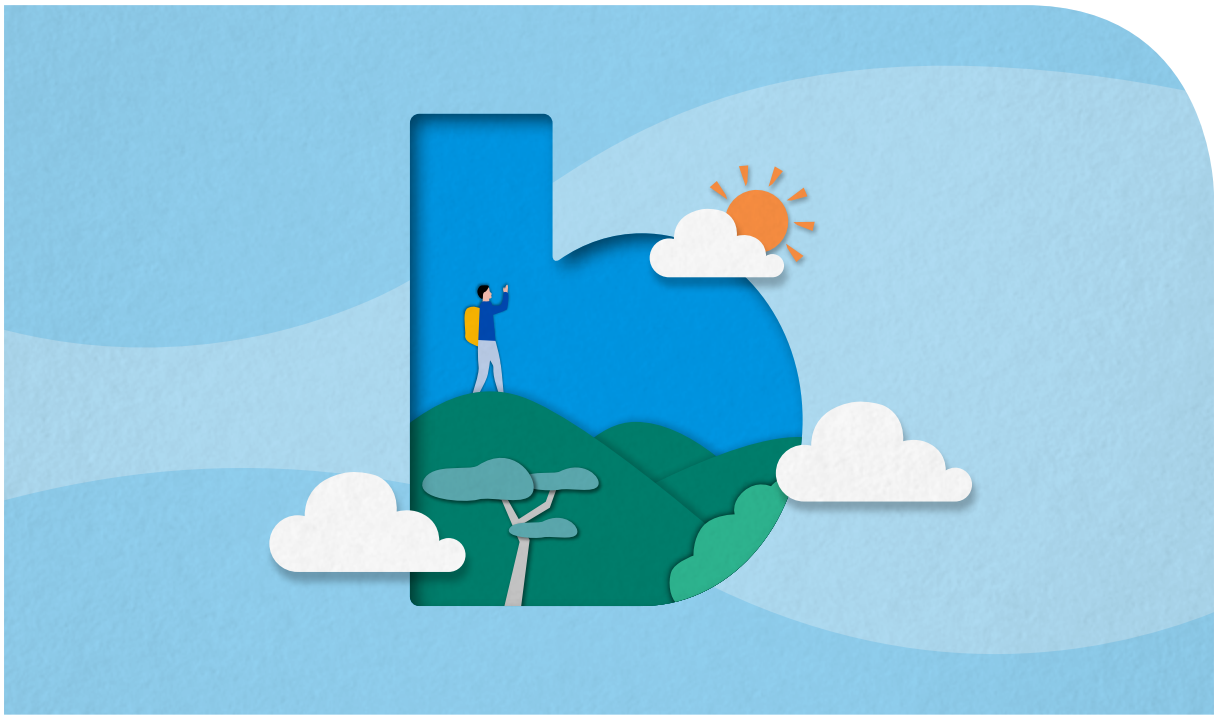
What is Be You?

Be You is a national initiative for educators, aimed at promoting and protecting positive mental health in children and young people. Our vision is for an education system in which every learning community is positive, inclusive and resilient, and where every child, young person, staff member, and family can achieve their best possible mental health.

Be You empowers educators by supporting them to develop their mental health skills and knowledge, while also providing guidance on how to implement whole-service and school approaches. It offers a range of online, evidence-based tools and resources aimed at improving the skills and knowledge of educators to foster and support mental health and wellbeing in children and young people.

It's completely free, and available to every educator, early learning service, and school in Australia.

To learn more about the background to Be You, and the organisations involved, visit beyou.edu.au/about/about-be-you.



Why do we need Be You?

If we're serious about caring for children and young people, we can't ignore their mental health.

There is a burning need to take action. Many young Australians have mental health issues, which can have lifetime impacts.

Half of all mental health issues emerge before the age of 14.[1]

One in seven 4 to 17-year-olds in Australia experience a mental health condition every year.[2]

Too many children and young people are not receiving treatment for a mental health condition. The latest survey found just **over half** (56.0%) of 4 to 17-year-olds with mental disorders had used services for emotional and behavioural problems in the previous 12 months.[2]

Early intervention can improve children and young people's mental health, and in turn, their lifetime outcomes, in areas including lifetime earnings and chronic disease. Good mental health and wellbeing are integral to academic learning. Students with good mental health are more motivated learners, have fewer behavioural problems and show greater commitment to their schoolwork.[3] Good mental health in childhood also provides a solid foundation for managing the transition from childhood to adolescence and adulthood.

We know that the mental health of students and staff is a significant concern for school leaders. The 2017 Australian Principal Occupational Health, Safety and Wellbeing Survey found that principals increasingly feel stressed about the potential for mental health issues among both students and staff, and that this is one of their primary concerns.[4]

To read more about the evidence base behind Be You, visit beyou.edu.au/about/evidence-base.

1 Kessler, R.C., Berglund, P., Demler, O., Jin, R., Merikangas, K.R. & Walters, E.E. (2005). Lifetime prevalence and age of onset distributions of DSM-IV Disorders in the National Comorbidity Survey replication. Archives of General Psychiatry, 62(6), p. 593.

2 The Mental Health of Children and Adolescents. Report on the second Australian Child and Adolescent Survey of Mental Health and Wellbeing (2015)

3 Nelson, R. et al. (2004). Academic achievement of K–12 students with emotional and behavioural disorders. Exceptional Children, 71(1), pp. 59–74.

4 Riley, P. (2018). The Australian principal occupational health, safety and wellbeing survey: 2017 data. Sydney: Institute for Positive Psychology and Education, Australian Catholic University, p. 98.

Why get involved in Be You?

There are many great reasons to get on board with Be You.

And the benefits extend to everyone in your school community: children and young people, staff and families.

The benefits of a whole learning community approach	
For your students	✓ Enhanced social and emotional wellbeing ✓ Improved engagement and academic performance ✓ A positive and supportive learning environment ✓ Improved support and earlier intervention if mental health issues emerge ✓ Increased resilience and capacity to manage emotions and problems as they arise ✓ Fostering of an environment where children and young people feel safe and supported to speak up when something is bothering them ✓ Strategies to support children and young people at different developmental stages and create smoother transitions between stages of learning
For your staff	✓ Access for all teachers to online Professional Learning at no cost, with reflective questions tailored to each educator's career stage ✓ Up to 13 hours of continuing Professional Learning for registered teachers ✓ A common language and shared understanding of mental health and what educators can do to promote a mentally healthy learning community ✓ Handbooks specifically developed for pre-service educators to aid career development on placement ✓ Fostering of an environment where all staff feel empowered and supported to work towards better mental health, irrespective of their specific roles ✓ Deeper understanding of common mental health concerns across development stages and the supports and services available to assist with them
For your learning community	✓ A flexible process that supports and complements existing continuous improvement cycles and addresses important education priorities, standards and requirements ✓ Fostering of a positive, supportive and inclusive environment that embraces diversity ✓ Stronger, more collaborative relationships with families and the broader community ✓ Strengthened links and networks with mental health service providers ✓ Better student and staff retention ✓ Support and guidance on how to respond to critical incidents from a whole learning community perspective ✓ Access to consultants with extensive knowledge of Be You and whole learning community approaches to improving mental health and wellbeing

How does Be You integrate with the work we're already doing?

Be You fits right in with your existing standards and frameworks.

Implementing a whole learning community approach can help schools meet national, state and territory requirements, priorities and standards for mental health and wellbeing. Be You is designed to complement existing continuous improvement plans and cycles, and support educators to meet their professional obligations.

Implementing a whole learning community approach to Be You may help you to address national standards and priorities such as:

- Australian Professional Standards for Teachers
- Australian Professional Standard for Principals
- Australian Curriculum
- Melbourne Declaration on Educational Goals for Young Australians
- Early Years Learning Framework
- National Quality Standard.

Transitioning from KidsMatter or MindMatters

You've got a great foundation for Be You.

Schools that have worked through the KidsMatter or MindMatters frameworks begin their Be You journey with a solid foundation. These schools will be transferred from KidsMatter or MindMatters to continue their great work building mentally healthy learning communities.

It's important to note one big difference between these frameworks and Be You: while KidsMatter focused on primary schools and MindMatters on secondary schools, Be You is a single, integrated national initiative to promote mental health from the early years to 18.

We encourage these schools to celebrate their achievements in KidsMatter or MindMatters and explore how Be You can build on these successes with a comprehensive suite of new and revised tools, guides and information resources.

The Be You framework

Be You supports educators to help everyone in your learning community.

At the heart of Be You is a content framework that provides a structure for Professional Learning and the actions schools and services can take to implement a whole learning community approach to mental health and wellbeing.

Be You has five domains — Mentally Healthy Communities, Family Partnerships, Learning Resilience, Early Support and Responding Together — that intersect and together span the spectrum of promotion, prevention, early intervention, intervention and postvention.

Each domain contains two or three modules. These modules delve deeper into the domain topics, helping educators and whole learning communities to increase their understanding of mental health and wellbeing and enact meaningful change in the ways they support and nurture children and young people.

The Be You framework is non-linear and allows educators and schools to start at the point that suits them best. Usually this depends on the educator's level of experience and their learning community's unique circumstances.

Family Partnerships

Partner with families through purposeful and positive relationships

• • •

Assist families to support and promote mental health and wellbeing

Learning Resilience

Affirm the importance of social and emotional learning and resilience

• • •

Embed evidence-based social and emotional learning strategies

• • •

Empower children and young people to look after their mental health and wellbeing

Mentally Healthy Communities

Understand mental health and wellbeing in learning communities

• • •

Connect through strong relationships

• • •

Include by embracing diversity within the community

Early Support

Notice the early signs of mental health issues

• • •

Inquire sensitively about the child or young person's circumstances

• • •

Provide support within and beyond the early childhood service or school

Responding Together

Recognise the potential impact of critical incidents

• • •

Respond collaboratively to critical incidents

Domain	What's it about?
Mentally Healthy Communities	Understanding the concepts of mental health and wellbeing in children and young people is key to your engagement with Be You Professional Learning. We all have mental health, no matter our developmental stage — including for you as an adult. Your position along a continuum of mental health will be influenced by a range of risk and protective factors, and environmental influences. In particular, mental health and wellbeing is most likely to occur in an inclusive environment, where people have supportive relationships with each other.
Family Partnerships	The home environment, and the families that occupy them, play a primary role on the ongoing development of children and young people. Families can include parents, carers, grandparents, and kin who care for a child. Any educator in an early learning service or school needs to know how to work effectively, sensitively and confidentially with families (who can have a diversity of circumstances) to foster the mental health of children and young people
Learning Resilience	Social and emotional learning (SEL) is about developing the ability to care for others, make responsible decisions, establish positive relationships, and handle challenging situations. These skills are essential for developing resilience and the personal attributes that promote wellness, prevent illness and support recovery. Modules in this domain will provide educators with an in-depth understanding of social and emotional learning and why it is important for mental health and wellbeing. Further, they will provide educators with an understanding of how to intentionally teach social and emotional learning skills, and foster resilience in education settings. It will cover key skills for resilience, respectful relationships, and help-seeking. The modules will also address how to create an empowering environment for children and young people to foster independence and responsibility in everyday learning contexts, experiences and activities.
Early Support	Due to their close contact with children and young people, educators are in a powerful position to notice and support children and young people who might be showing signs of mental health issues. Modules in this domain will provide information and guidance on recognising behaviours which might indicate early signs of mental illness, how to talk to children and young people about these issues, and how to provide appropriate and timely support.
Responding Together	Critical incidents can have a range of impacts for everyone in the learning community. The role of the learning environment in promoting a mentally health community, preparing for critical incidents and being responsive in times of crisis have been shown to be crucial in ensuring that people receive the help they need. This module aims to empower you to act effectively to limit the impact of critical incidents, by recognising and understanding the possible impact on children and young people. It also aims to encourage positive, timely and appropriate interventions in a normal, familiar setting.

How can my learning community get involved in Be You?

Individual educators and whole learning communities.

Individual educators can participate in Be You, with access to Professional Learning, Fact Sheets and supporting resources to enhance their approach to mental health and wellbeing in their everyday teaching practice.

You can sign up as an individual educator at any time at beyou.edu.au/register

Once you've signed up, your Dashboard gives you full access to the Professional Learning modules and allows you to track your progress.

Be You builds on the great work schools are already doing.

Be You has the most impact when whole learning communities implement Be You collectively. We know that educators already do incredible work to support and nurture the children and young people in their care, and that your school will already have policies, processes and procedures in place around topics such as mental health and wellbeing. The Be You framework is designed to complement, support and enhance the work that you and your staff are already doing, and to build capacity in identified areas of need.

Be You recognises that schools don't always have the same priorities and requirements because of where they are in their mental health journey. The flexibility of Be You allows schools to develop or build on existing mental health improvement strategies and provides the tools and resources required to do this. Be You has been designed to support schools to tailor their approach to achieve their own specific goals.

Becoming a Be You Learning Community

If you decide that taking a whole school approach to Be You is right for your learning community, be sure to register.

Registration involves three steps:

1. **confirm** your support as a leader for a whole learning community approach
2. **appoint** an Action Team Leader
3. **sign up** as a Be You school online.

Step three is usually completed by the Action Team Leader, who'll enter their contact details when they fill out the online registration form.

Within a few days the Action Team Leader will be contacted by a Be You Consultant, who'll confirm that school leadership is on board and that everyone is ready to start the implementation process.

These steps happen during Stage 1 of the implementation process, "Laying the Foundations for Success". For more information on becoming a Be You learning community refer to the Action Team Handbook.

What support and resources are available?

Our tools, resources and sources of support make your job easier, not harder.

We know educators are incredibly busy and fitting more into an already full day can be a challenge. That's why there's a wide range of tools, resources and sources of support available to assist you in bringing Be You to your learning community. Like the rest of Be You, these tools and resources are designed to be flexible and adaptable to your unique situation. Some schools will use all of them, while others will pick and choose depending on what's happening in their learning communities at the time.

Be You Consultants

You won't be on your own.

Be You learning communities have access to a Be You Consultant, from Early Childhood Australia or **headspace**, to support them every step of the way.

Your Be You Consultant will help to ensure the framework is implemented successfully and sustainably at your school, leading to positive change. Each Be You Consultant acts as a mentor and advocate, supporting the Action Team Leader to lead confidently and effectively.

Be You Consultants have extensive knowledge about mental health and wellbeing in schools. They can also give advice on mental health services and supports in your local community.

Your Be You Consultant will work with you and your Action Team by:

- providing advice and guidance on Be You tools and resources, and how they could be used in your learning community
- guiding and supporting the development, implementation and review of your Action Plan
- responding to your questions and providing suggested solutions to problems
- suggesting pathways through the Professional Learning modules that best meet the identified needs of your school
- differentiating between situations where it is appropriate to offer mental health support to children and young people in your school (that is, non-clinical support that falls within an educator's professional responsibilities and boundaries) and where external referrals are more appropriate
- showcasing local services and supports, and providing advice on how to access and work together with these services.

Because Be You is a government-funded initiative, the support of your Be You Consultant comes at no charge — just like every other part of Be You.

Always Be You

Bring Aboriginal and Torres Strait Islander perspectives and ways of doing to Be You.

Important mental health and wellbeing messages should be accessible to everyone. Always Be You includes resources that can assist your school to begin an ongoing process of embracing Aboriginal and Torres Strait Islander ways of being, knowing and doing.

These resources are for everyone in every context in Australia, and can assist all schools and services to reflect on how culture is acknowledged, considered and celebrated in their learning community, and how and when we all learn.

Be You events

Get involved with our easy-to-access online events.

A range of online events are available to educators at registered Be You learning communities. These events have a national reach and provide opportunities to connect and share your experiences with other Be You early learning services and schools.

Be You Essentials	An introduction to Be You
Be You National Check-In	An interactive opportunity to discuss progression, share information and receive support
Be You In Focus	Presentations on key mental health and wellbeing topics
Be You Local Links	Interactive sessions that highlight local programs, services or supports to connect with
Be You Educator Self-Care	Advice and practical strategies for educator self-care
Be You Bite Size	Ideas-based topics that are inspiring and innovative
Individual Check-Ins	Registered Be You schools have regular check-ins with their Be You Consultant

Implementation and planning tools

We give you all the tools you need to get the job done.

Our suite of implementation and planning tools will help you and your Action Team roll out Be You at a whole-school level. Your Be You Consultant can also direct you to the tools that are most relevant to your school's current situation, taking into account any processes and plans that might already be in place.

Reflection Tool	Assess the current situation at your school — the policies, practices and other factors that help or hinder the development and maintenance of mentally healthy learning communities.
Be You Surveys and Survey Guide	Better understand the needs of a learning community by giving staff, families and children and young people a voice in the Be You implementation process.
Priority Mapping Tool	Collate the information, identify collective strengths and areas for growth, and look at how they might align to the Be You domains and modules.
Actions Catalogue	Identify quick wins and longer-term actions and select and adapt activities most relevant to your learning community.
Share and Extend Guide	Identify ways to bring educators together to reinforce a whole learning community approach and allow them to share key learnings.
Action Plan Template	Bring together your learning community's objectives and the actions you'll take to achieve them, documenting resources, timelines and strategies to address challenges.

For detailed information about the implementation and planning tools and how you and your Action Team can use them during your Be You journey, refer to the Action Team Handbook.

Be You Dashboards

Information you need, all at a glance.

Organisational Leaders and Action Team Leaders at Be You schools have an account on the Be You website. After your school registers as a Be You Learning Community you'll be able to see the Professional Learning completion rates for all staff, as well as the contact details of your Be You Consultant.

Handbooks

Help everyone get involved with Be You.

To get the most out of Be You, everyone in your learning community needs to understand why the initiative is important and what they can do to get involved. The Handbooks explain how Be You works and provide suggestions on how everyone can join in.

There are Handbooks for four different audiences — pre-service educators, educators, leaders (this Handbook) and Action Teams — with both early learning and school versions of each. Each Handbook provides links to other Be You content and gives advice on when and how educators may choose to use it. This depends on the audience; for example, the Educators Handbook give examples of when educators may choose to access different learning modules and the Pre-Service Educators Handbook suggests ways that Be You can enhance the placement experience.

Programs Directory

Enhance what you're doing with Be You: choose a mental health program from our directory.

The Programs Directory provides a searchable database of external mental health programs available across Australia. You can feel confident that every one of them has been thoroughly reviewed and evaluated to make sure it's relevant and beneficial for schools. This helps you to make an informed decision about including a program in your curriculum.

The Programs Directory not only highlights the ways that each program might complement Be You but also outlines other significant features, such as:

- the program overview and delivery format
- year level relevance
- provider details
- topic coverage
- costs and resourcing requirements.

The majority of programs are for children and young people and some are designed for families and educators.

Organising Speakers Guide

Inviting speakers to share personal stories can be a great way to give children and young people real-life insights into mental health.

Hearing about the challenges a speaker experienced and their pathway to recovery can increase awareness and reduce stigma. It also encourages children and young people to talk about how they're feeling and to seek help.

The Organising Speakers Guide provides a detailed run-down on what you need to consider when engaging an external speaker, including how to create a safe and meaningful environment for everyone involved. The Organising Speakers Guide will also help you to identify how relevant a speaker might be to particular aspects of your curriculum and whether they might play a role educating the wider learning community of staff and families.

Fact Sheets

Learn more about topics that are especially important to learning communities.

Be You Fact Sheets provide information about a range of topics and issues connected to the Professional Learning. Think of them as quick reference resources, with factual information about a particular issue. Many people come to Be You with a particular question or issue in mind, and the Fact heets are a great starting point to get answers. They're also a valuable resource to share with families and others in your learning community.

Suicide Prevention and Response

We're here to help if your learning community is affected by suicide.

The impact of suicide is immediate and traumatic — for the friends or family of the individual especially, but also the broader community. People bereaved by suicide frequently experience slower recovery than those bereaved by other types of death. When people are affected by suicide, the extent to which they cope, and recover, is strongly influenced by the immediate and ongoing response to the death, including the support available.

This is particularly important in a school context where the risk of subsequent student deaths after a suicide can escalate — a phenomenon known as 'suicide contagion'. Significantly more suicide-related behaviour is reported by peers of young people who have attempted or died by suicide compared with young people who have not been exposed to death by suicide.

It can be difficult for schools to know how to respond effectively to a suicide and minimise the emotional and operational impact of the death on the school community. In these circumstances, postvention — an intervention conducted after a suicide — aims to prevent further suicides by reducing the impact of the initial suicide on the school community.

Be You Suicide Prevention and Response resources provide clear, practical and reliable guidance and support to assist schools in suicide prevention and response. The resources provide guidance to enable schools to prepare their community to be ready should a death by suicide occur. Additionally, resources will guide school staff in their response to:

- young people at risk of suicide or who may have attempted suicide
- a death by suicide and the subsequent impact on the school community.

Your Be You Consultant can support you throughout both the prevention and response phases, including:

- prevention planning: working with schools to develop strategies and processes to enable effective and timely suicide response and recovery
- response: responding to the immediate and short-term needs of the school community in the initial stages of the recovery process
- recovery: responding to the longer-term recovery needs of a school community.

Schools that have previously accessed support from headspace School Support can expect the same level of support and guidance from their Be You Consultants. Be You Consultants will also have access to information related to your contact with them during that time.

Wellbeing Tools for Students

As 'digital natives', children and young people will often look online for help with the problems they're facing, and educators play a vital role in directing them to the best resources.

There are lots of great mental health and wellbeing tools available. The trick is to find the best tool for the job. Wellbeing Tools for Students is your essential guide to the online tools and other resources that will best support children and young people in taking care of their own mental health.

Some tools might be used by a student independently, while others might be used collaboratively when a student needs additional support. You might recommend other tools to families who want to support the children and young people in their care.

Wellbeing Tools for You

Taking care of yourself helps you take care of others.

Paying attention to your own mental health ensures you're better able to support the children and young people in your care. Wellbeing Tools for You outlines a range of online tools and resources designed to support educators' mental health and that of other members of your learning community.

You'll also find a range of helpful information on self-care in the Your Wellbeing Fact Sheets.

Looking after your staff's wellbeing — and your own

Educating children and young people can be incredibly rewarding, but it's not easy.

A whole learning community approach to improving mental health and wellbeing can't only focus on the direct support of your students; it also needs to consider the needs of staff. If educators are to have the confidence and know-how to promote positive mental health to children and young people, colleagues and the broader learning community, then they need to start by looking out for their own wellbeing.

Increased work demands, management of multiple priorities and timelines, challenging relationships among staff, difficult family conversations, behaviour-management difficulties — these are just some of the concerns that educators face every day. It isn't always easy to recognise the negative effects on mental health, especially when they build up slowly or go unaddressed. Actively encouraging staff to look after themselves is integral to a whole learning community approach to mental health.

Be You offers strategies that encourage help-seeking, create opportunities for educators' career growth and personal development, acknowledge a job well done and offer resources to help educators build a sense of self-efficacy.

Resources you might like to promote to your staff include:

- Wellbeing Tools for You is an excellent resource for leaders who are looking for ways to support staff mental health — and their own. It outlines a range of tools and strategies designed to support educator mental health.
- You'll also find a range of helpful information on self-care in the Your Wellbeing Fact Sheets.
- The Beyond Blue website Heads Up provides a range of resources and guidance on how to create mentally healthy workplaces and support the mental health of employees, including advice specifically targeting leaders like you.
- Your state or territory's education department and the Australian Children's Education & Care Quality Authority (ACECQA) can also provide crucial support to you and your colleagues in this area.
- It's also important that you're aware of the employee assistance programs and other relevant supports available at your school, and that you promote them and ensure they are readily accessible.

Ultimately, workplace mental health is a leadership responsibility, and change is most effective when it comes from the top. By modelling and championing mental health — not just for students but for your entire learning community — you send an incredibly powerful message.

Implementing a whole learning community approach to Be You

There are lots of ways to begin your school's Be You journey.

You may be approached by a member of staff who wants your support to establish an Action Team and begin the process of becoming a Be You school. Educators can access the Professional Learning independently, so you may discover that individual staff have already started to take advantage of the online modules. Or you and your school's leadership team may have identified mental health as a strategic focus in your continuous improvement cycle and decided that Be You will scaffold and support your work in this area. No matter how your school comes to Be You, the flexibility of the framework means that you can tailor your approach to your school's needs.

Early in the implementation process, be sure to consider resource requirements and how you might best support staff, especially the Action Team, to champion Be You. Professional Learning time may need to be built into meeting schedules and staff development plans, and you may wish to consider how Be You fits into your broader school strategic direction and continuous improvement cycle.

As a leader, you play a critical role in the success of Be You at your school. This includes communicating the importance of the initiative, leading by example and ensuring systems are in place for a successful implementation. For Be You to be effective, it needs to be championed by leaders.

Your Be You Action Team

The Action Team is responsible for coordinating and driving Be You at your school.

Appointing a strong Action Team Leader and having a motivated group of people alongside them is crucial to ensuring the long-term success of Be You. Selecting an Action Team Leader is a significant decision in your school's Be You journey. In making the appointment, you may wish to consider:

- Who has the interest and skill to drive implementation of Be You?
- Who will be able to motivate others to implement Be You?

In most circumstances, the Action Team Leader will not be a school's leader, although it may work for your learning community for you to take on the role. Whether or not you, as a leader, sit on the Action Team will again depend on your school's individual circumstances.

Once you have appointed an Action Team Leader, you'll need to work with them to bring together a support team. There are several things to consider when deciding who'll be part of the Action Team:

- An effective team will have diverse membership, encouraging broad perspectives.
- Each person should represent a particular group within the school, such as the leadership team, school staff (teaching and non-teaching), families, the welfare or wellbeing team (for instance, the school psychologist, counsellor or student welfare coordinator, if the school has one), students (possibly from student council or other representative student groups) and cultural or community groups.
- Your Action Team should have at least three members to share the work and broaden perspectives.
- School community members can join the Action Team at different times to contribute specialised skills and interests.
- If you include students in the Action Team, consider the supports they will need before, during and after meetings.

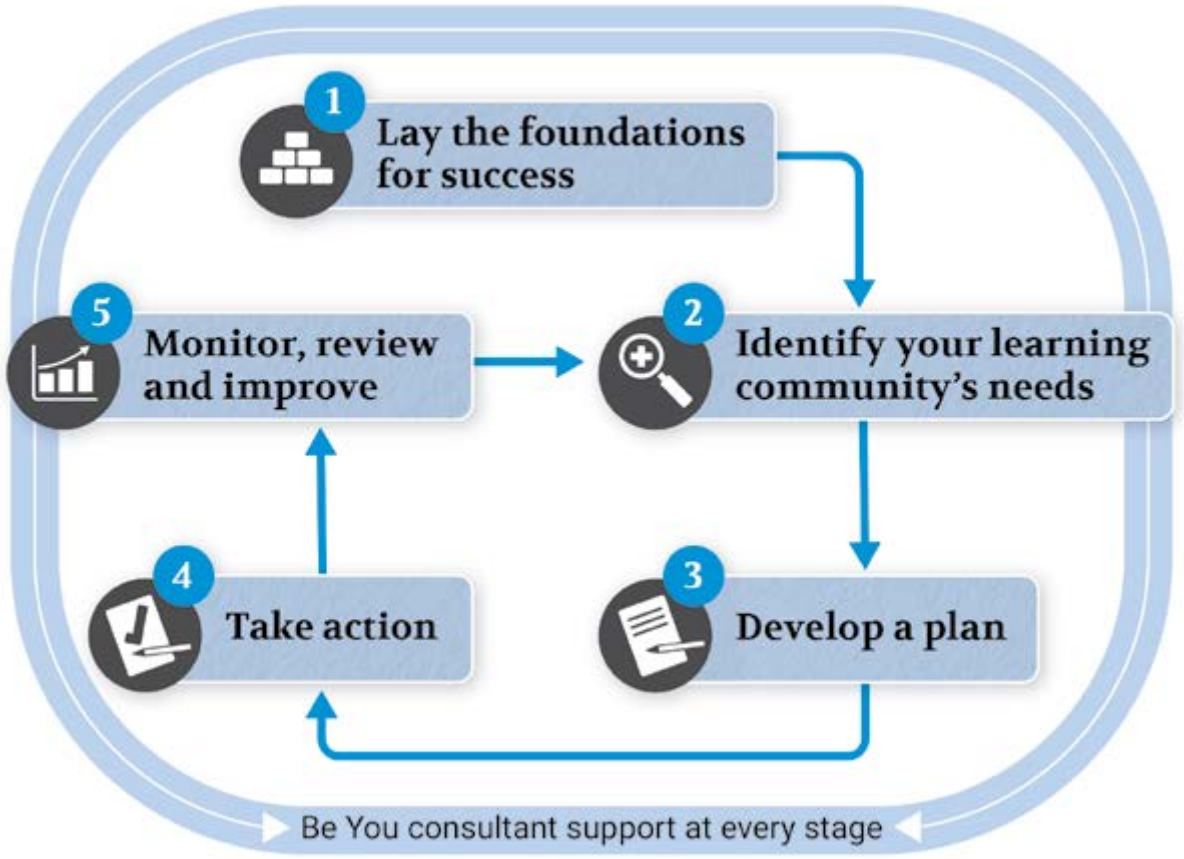
Responsibilities of the Action Team include:

- building a shared vision of mental health and wellbeing in the school community
- engaging, consulting and collaborating with all members of the school community
- meeting regularly to plan and review
- gathering and interpreting data
- contributing to strategic planning in the school
- leading the development and refinement of mental health and wellbeing policies and strategies
- supporting staff to complete Be You Professional Learning and creating opportunities for staff to gather together and share what they've learnt
- working through the step-by-step implementation process, with support from your Be You Consultant
- reviewing and communicating progress
- celebrating achievements.

The implementation process

Be You is designed to fit in with what you're already doing to promote mental health and wellbeing.

The Be You implementation process is designed to be flexible and adaptable to suit the individual needs of your learning community and complement the work you're already doing to support mental health and wellbeing. In fact, Be You will be most successful if it forms a key component of your school's existing strategic planning and continuous improvement cycles.



The implementation process is described in detail in the Action Team Handbook, the "go-to" reference guide for any school bringing Be You to their community. Below you'll find an overview of what your Action Team will be working on in each stage, and how you can support them to help ensure success.

Be You participation levels

If you like, you can work towards recognition for your efforts.

Depending on where your learning community is at in its Be You journey, you may like to consider working towards the achievement of a participation level. Each participation level recognises the work that learning communities do to nurture and support good mental health and wellbeing. Sharing your level of participation with the learning community can also promote your commitment to continuous improvement.

Your Be You Consultant can provide advice on participation levels and the application process.

How do leaders contribute to each implementation stage?

Stage	What will the Action Team be doing in this stage?	How can leaders support these activities?
1: Lay the foundations for success	✓ Register your learning community as a Be You school ✓ Connect with your Be You Consultant ✓ Form an Action Team ✓ Agree on how the Action Team will work together ✓ Explore the Be You Action Team Leader Dashboard ✓ Familiarise yourself with Be You Professional Learning ✓ Consider how to keep your whole learning community engaged	✓ Appoint an Action Team Leader and give them resources and support so they can succeed in the role ✓ Support the Action Team Leader in putting together an Action Team. This may involve suggesting members of the community whose skills would be a great addition or freeing up teaching staff from some duties so they can contribute ✓ Make your commitment to Be You clear to all members of the learning community. This could involve signing the Statement of Commitment and publicising it widely
2: Identify your learning community's needs	✓ Gather information across the learning community ✓ Interpret information collaboratively as an Action Team	✓ Support the Action Team to identify priority areas for action within your school ✓ Provide available and relevant data to the Action Team (for example, wellbeing survey results, family portal data analytics and usage rates or incident reports) ✓ Help the Action Team to decide who should be consulted within the broader community
3: Develop a plan	✓ Develop an Action Plan addressing priority areas ✓ Have school leaders endorse the Action Plan ✓ Share your plan	✓ Ensure the Action Team is briefed on strategic and improvement planning cycles and discuss how Be You activities could fit into these ✓ Review the plan developed by the Action Team and provide constructive feedback ✓ Assist the Action Team to identify implementation challenges and possible solutions ✓ Understand resourcing requirements and ensure the Action Team have what they need to successfully implement the Action Plan ✓ Manage change effectively ✓ Champion the Action Plan within your community, including discussing it with necessary stakeholders such as your school council

Stage	What will the Action Team be doing in this stage?	How can leaders support these activities?
4: Take action	✓ Implement activities in the Action Plan ✓ Work collaboratively as an Action Team and support those who are implementing and experiencing change ✓ Monitor progress ✓ Get your learning community involved	✓ Continue to ensure that the Action Team have the resources they need to implement the Action Plan effectively ✓ Encourage staff to complete Professional Learning modules ✓ Assist the Action Team to overcome any challenges that arise during implementation ✓ Ensure that relevant stakeholders, such as your school council, are kept up to date on progress ✓ Celebrate progress and achievement, and recognise the great work your staff are doing
5: Monitor, review and improve	✓ Regularly monitor your progress ✓ Conduct a formal review of your Action Plan ✓ Celebrate and share your achievements ✓ Connect with others outside of your learning community ✓ Develop your next Action Plan ✓ Look at Be You progression levels	✓ Assist the Action Team to collect relevant data ✓ Facilitate any changes required ✓ Find ways to celebrate achievement and recognise the work of your staff, especially the Action Team ✓ Communicate progress within your learning community

Time to get started

You're making a powerful commitment to supporting the mental health and wellbeing of children and young people.

Ready to get started yourself? Sign up online now. You can start Be You Professional Learning straight away, and explore the tools and resources you can use to start bringing meaningful change to your practice and your school.

If you're ready to take the next step and implement a whole learning community approach to Be You at your school, see the Action Team Handbook: Primary and Secondary Schools for everything you need to know about the process. If you have an Action Team Leader in place you can sign up your school online right now.

Still have questions? No problem. Get in touch with us at beyou.edu.au/contact

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