

Business Assurance  
Information Compliance

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Tel: 020 7848 7816  
Email: [info-compliance@kcl.ac.uk](mailto:info-compliance@kcl.ac.uk)

[REDACTED]

By email only to: [REDACTED]

3rd March 2020

Dear [REDACTED],

### Request for information under the Freedom of Information Act 2000 (“the Act”)

Further to your recent request for information held by King’s College London, I am writing to confirm that the requested information is held by the university.

### Your request

We received your information request on 10<sup>th</sup> February 2020 and have treated it as a request for information made under section 1(1) of the Act.

You requested the following information:

*Please could you let me know:*

- 1. Are any of the university’s staff currently mental health First Aiders? If not, do you have plans to train them, and when will this happen?*
- 2. How many staff are currently trained? What percentage of the workforce does this make up?*
- 3. What training course(s) have they taken?*
- 4. Who is the provider of that training (e.g. Papyrus, Samaritans, etc)?*
- 5. What group(s) of staff are trained, and what is their role in students’ welfare? (e.g. perhaps security staff are trained because they are on-site at student residences, etc)*
- 6. What led the university to decide to train staff in this way / why does the university feel this is important?*
- 7. How can students identify trained staff if they need help?*
- 8. Any other information you think is relevant / any other comment you wish to make*

## Our response

1. **Are any of the university's staff currently mental health First Aiders?** Yes – those who attend the Adult 2 Day MHFA Course are certified as Mental Health First Aiders and those who attend the 1 Day Champions and those who attend ½ day Mental Health Aware
2. **If not, do you have plans to train them, and when will this happen?** NA
3. **How many staff are currently trained?** 2015- to date, various trainings delivered to over 1500 staff
4. **What percentage of the workforce does this make up?** 8500 current employees- but numbers trained is over period of 4 academic years so some staff may have left during this time so accurate numbers are not held. On the assumption that everyone who received the training is still employed by King's it would be around 18%
5. **What training course(s) have they taken?** Mixture of MHFA Adult 2 day, HE 1 Day Half day MHFA Awareness
6. **Who is the provider of that training (e.g. Papyrus, Samaritans, etc)?** King's Accredited MHFA trainers from the King's Counselling and Mental Health Service
7. **What group(s) of staff are trained, and what is their role in students' welfare? (e.g. perhaps security staff are trained because they are on-site at student residences, etc)** Any member of staff whether security, residence staff, professional services, admin, academics etc can be trained – open to all staff
8. **What led the university to decide to train staff in this way / why does the university feel this is important?** To support student's mental health, we need to support staff mental health and growing awareness that staff also need support.
9. **How can students identify trained staff if they need help?** They cannot at present.
10. **Any other information you think is relevant / any other comment you wish to make.** The university is currently considering a more formalised centralised process to formalise the roles of staff who wish to be identified as named mental health first aiders.

This completes the university's response to your information request.

### **Your right to complain**

If you are unhappy with the service you have received in relation to your information request or feel that it has not been properly handled you have the right to complain or request a review of our decision by contacting the Assistant Director of Business Assurance (Information Compliance) within 60 days of the date of this letter.

Further information about our internal complaints procedure is available at the link below:

[http://www.kcl.ac.uk/college/policyzone/assets/files/governance\\_and\\_legal/Freedom\\_of\\_Information\\_Policy\\_updated\\_Oct\\_%202011.pdf](http://www.kcl.ac.uk/college/policyzone/assets/files/governance_and_legal/Freedom_of_Information_Policy_updated_Oct_%202011.pdf)

In the event that you are not content with the outcome of your complaint you may apply to the Information Commissioner for a decision. Generally the Information Commissioner cannot make a decision unless you have exhausted the internal complaints procedure provided by King's College London.

The Information Commissioner can be contacted at the following address:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Yours sincerely

A solid black rectangular box used to redact the signature of the sender.

Information Compliance