Wellbeing Policy

1 Purpose and scope

New Red Planet is committed to fostering a safe, respectful, and supportive working environment for everyone who performs work on our behalf. This policy applies to NRP umbrella and PEO employees, umbrella and PEO workers, and consultants and subcontractors working through or directly for NRP. Support and legal rights depend on the actual working relationship. Nothing in this policy determines employment status or limits statutory rights.

Although contractors are not always employees, we recognise that wellbeing contributes to safe working practices, quality of work, positive working relationships, and successful project delivery. We are committed to promoting physical health, mental wellbeing, and psychological safety while respecting the independent status of contractors.

The purpose of this policy is to:

- Promote a culture that values wellbeing.
- Support contractors in maintaining their physical and mental health while undertaking work.
- Encourage early communication where wellbeing may affect work performance or safety.
- Reduce risks associated with work-related stress and fatigue.
- Ensure contractors understand the wellbeing support available while working with us.

2 Mental health and wellbeing

We aim to foster respectful communication, set realistic expectations where possible, encourage balanced workloads, promote professional behaviour, and respond appropriately when wellbeing concerns are raised. Contractors are encouraged to discuss any significant wellbeing concerns with their contract manager. Information shared will be treated sensitively and confidentially where appropriate.

NRP will discuss concerns sensitively and consider practical support, including workload, communication and working arrangements. Where the Equality Act 2010 duty applies, NRP will make reasonable adjustments and coordinate with the hirer where necessary.

3 Working hours and fatigue

Contractors and subcontractors are encouraged to manage working hours responsibly, take suitable breaks, avoid excessive consecutive working hours, and inform their contract manager if fatigue may affect safe performance. NRP will comply with applicable working-time, rest-break and health and safety requirements and coordinate with agencies and hirers on safe schedules. Genuinely self-employed contractors should manage their working hours safely, without limiting NRP's own legal duties. Anyone unable to work safely because of fatigue or ill health should promptly notify NRP and the relevant on-site supervisor.

4 Respectful workplace

We are committed to maintaining a workplace free from bullying, harassment, victimisation, discrimination, and intimidation. All contractors are expected to behave professionally and respectfully.

Raise concerns with your NRP contact or contract manager. If that person is involved or the issue remains unresolved, contact NRP on 0161 713 1730 or info@newredplanet.com and ask for a private discussion with a member of the management team.

5 Communication and support

Contractors and subcontractors should know their primary point of contact in the workplace. Support may include regular check-ins, clarification of work expectations, discussion of workload concerns, access to wellbeing information, and signposting to external support services where appropriate.

6 Confidentiality

NRP will handle wellbeing information sensitively, collect only what is necessary and restrict access to authorised people with a lawful need to know. Health information will be processed under an appropriate lawful basis and special category condition, stored securely and retained only as long as justified. Necessary and proportionate information may be shared lawfully to arrange support, meet legal duties or address serious safety risks. NRP will explain relevant sharing where practicable. Consent will be used only where appropriate and freely given.

7 External support

Where appropriate, contractors may access support through their GP, occupational health provider (where applicable), mental health charities, or industry support organisations.

Workers in the construction sector can contact Lighthouse Charity on https://lighthousecharity.org/contact-us/ for further support if necessary.

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Reviewer:	Olivia Mort
	(Compliance Manger, New Red Planet)