

S T A F F A P P R E C I A T I O N C H E C K L I S T

1. Write a short appreciation card.
Speak from the heart.



2. Create a staff recognition board; this can be virtual or in a staff area

3. Publicly recognise someone at your next staff meeting



4. Take part in Secret Angel; anonymously leave appreciation messages / tokens

5. Action regular Staff Check Ins – the perfect opportunity to offer a quick thank you

6. Design your next staff inset day around celebrating team successes



7. Ensure there is a continual focus on Social wellbeing in your Wellbeing Action Plan*

8. Include staff recognition in your wellbeing communications / newsletters



9. Nominate your whole school for a wellbeing award*



10. Arrange social events to celebrate staff successes, e.g. virtual staff awards night

11. Timing is everything!
Ensure good work is instantly recognised with a thank you



from SLT

12. A gesture for no other reason than to show your appreciation, e.g. Bottles of water on desks, treats in the staff room.

13. Don't forget to recognise non-work achievements. You have staff who are doing incredible things, e.g. fundraising, volunteering.

14. Lunch and Learn – many staff appreciate added investment in their development.



15. Recognise your star employees on social media. Let parents and the local community embrace teacher talent.

16. Take the time to celebrate birthdays and milestones, such as long service



17. Continue to give your staff a voice.

Listen to their thoughts & feedback via surveys

18. Recognize effort, not just results.



19. Ask for their opinions and help; show you value their opinion or expertise



THANKYOU

20. Financial Rewards – We got to 20 without mentioning money. With school budget restraints small financial gestures may be a nonstarter but it is important your pay policy supports cash awards to reward exceptional performance

