



Staff Workload and Well-Being at The Charles Dickens School



What the school currently does to reduce workload:

- A behaviour policy which supports all colleagues, enabling all teachers to teach*
- A detention system run centrally for teaching staff, saving staff time and ensuring consistency*
- Departmental autonomy over marking statements*
- Use of DIRT to reduce workload and increase impact of feedback*
- Encourage peer- and self-marking to increase assessment opportunities and relieve workload*
- Prioritising key pieces of work for more detailed marking (e.g. termly summative assessments)*
- Encourage shared planning where possible*
- Sharepoint to facilitate the organisation and sharing of resources to reduce time in planning*
- Reduced the number of data-drops to relieve workload*
- Removing written reports and replacing with progress-focused gap analyses*
- Produce a twice-daily round-up email twice a day to reduce (some) e-mails
- Produce a weekly staff bulletin containing essential information to reduce (some) e-mails*
- Produce a bi-termly strategic calendar for middle leaders to support management of workload

All aspects with an asterisk are mentioned in the DfE's "Ways to reduce workload in your schools" (2018)

What the Trust/School currently does/offer for well-being:

- Free counselling service provided by school for up to 6 sessions
- Senior Mental Health lead appointed who trains other staff as Mental Health First-Aiders
- All staff receive annual Mental Health Awareness training
- Staff access to Kent Rewards Scheme
- Staff access to the BlueLight Card scheme, bYond Card scheme and discounts
- Cycle to work scheme
- Free flu jabs for all staff
- Specsavers eye-test voucher scheme available on request for DSE/VDU users
- Introduction of the DfE "The Education Staff Well-Being Charter"
- Staff well-being surveys annually
- Staff workload surveys annually
- Staff "Pulse" survey weekly
- Staff workload and well-being forum meetings 6 times per year; workload working groups set up to look at the DfE toolkit to reduce workload.
- BCAT staff well-being website/platform
- Well-being emails every Wednesday to all staff
- 3 Well-being events offered per year (in terms 2, 4 and 6) after school
- Staff Reward vouchers at Christmas and summer from BCAT
- Free Christmas lunch at end of term 2, plus early finish
- Free staff BBQ/buffet at the end of term 6, plus early finish
- Free staff lunch on 2 Staff Development days per year
- Cupcakes/donuts 6 times per year
- Free tea/coffee/treats every Friday in the staff room at break time
- Refreshments provided during long evenings, such as twilight CPD, Parent Evenings, Open Evenings etc.
- Positive Fridays – staff postcards, sports after school in the Sports Hall
- Staff rewards, with prizes, nominated by staff every term
- The Big 'Shout-Out' weekly messages of thanks announced each week in briefing.
- Staff CARE Value badges awarded from pupil nominations, three times a year.