



## Staff Workload and Wellbeing at Barton Manor 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 \*
- Encourage 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 (termly summative assessments)\*
- Encourage shared planning where possible\*
- SharePoint and MTs 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\*
- Reduction of METAL book look in Term 1 in response to suggestions from CL group (More developmental)
- Introduced an 'all staff email' twice a day to reduce email traffic.
- Introduced a strategic middle leader line manager template to support with planning and organisation.
- Use of the weekly 'Pulse Survey' to check in on staff members wellbeing.

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 wellbeing:

- Free counselling service provided by school for up to 6 sessions
- 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 to DSE/VDU users
- Embedding and maintaining the DfE "The Education Staff Well-Being Charter"
- Staff Wellbeing Surveys annually
- Staff Workload Surveys annually
- Staff "Pulse" Survey weekly
- 3 Wellbeing events offered per year (in Terms 2, 4 and 6) after school including adhoc staff events
- Workload and Wellbeing Forum Meetings 5 / 6 times per year to discuss workload, workload working groups set up to look at DfE toolkit to reduce workload
- BCAT staff wellbeing website/platform
- Wellbeing emails every Wednesday to all staff
- 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
- HT 'check in' meetings for all staff
- 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 – sports after school in the Sports Hall
- Staff rewards, with prizes, nominated by staff 3 times per year