



Godalming Junior School

OUR APPROACH TO WORKLOAD AND WELLBEING

We value our staff and the vital contribution they all make to make the school the wonderful place it is. We try to ensure that all staff are able to balance their work life and personal life and that one does not encroach too much on the other.

- ✓ We foster **love** throughout the workplace and ensure everyone is trusted to do their job to the best of their ability and treated with respect
- ✓ We promote wellbeing in all to ensure everyone has a role to play, make a valuable contribution and encourage staff and children to **live** healthy lives
- ✓ We nurture a feeling that we always have the ability to **learn**, grow and be the best we can be

We manage this by:

- ✓ Homework being set and completed during the week - promoting quality family time at weekends
- ✓ PPA for staff given in year groups/teachers released together/planning stored centrally
- ✓ Paid leave for occasions such as graduations, weddings and funerals
- ✓ Ensuring 'Effective Pedagogy' and teaching and learning are explicit priorities
- ✓ SLT meet monthly - First Monday of each month
- ✓ Release time for Senior Leaders
- ✓ '10richment' offering creative opportunities for teachers to plan events/activities
- ✓ Professional Release Time (PRT) for all subject leaders
- ✓ Staff given the option of having PPA away from school
- ✓ Staff given the option of observing others teach
- ✓ A culture of support and trust runs throughout the school
- ✓ Work-Life Balance weeks each term when no after school meetings take place
- ✓ Class Environment weeks each term to change displays etc
- ✓ Every effort to ensure classroom preparation time during Inset Days
- ✓ No after school clubs take place on Fridays to encourage staff to leave early
- ✓ CPD and the appraisal system is bespoke and personalised
- ✓ Staff encouraged to make contact, links with other schools and visit for their own development
- ✓ Appraisal update meetings not solely driven by children's progress and attainment data
- ✓ At least one CPD course to be paid in full for on request by any member of staff
- ✓ End of term half day closure which is fully paid
- ✓ Autonomy and trust given to all staff to fulfil their roles without being micromanaged
- ✓ Data drops taking place 3 times a year
- ✓ A genuinely bespoke curriculum that works for us, in our setting for our community - we do not just adopt the latest craze, fad or initiative for the sake of it.
- ✓ Governors meetings, where possible, take place during the school day rather than evenings and virtual if necessary
- ✓ SLT open door policy
- ✓ Approachable staff
- ✓ A calm working atmosphere
- ✓ Staff given the option of sharing clubs with another colleague and for them to have the option of when they take place e.g. before school, lunchtime or after school
- ✓ Paid for 'supper' for Parents Evenings
- ✓ Annual staff well-being survey carried out
- ✓ Designated staff well-being lead
- ✓ Digby the school dog!
- ✓ School signed up to the Employee Assistance Programme