

Bloxwich Academy- Secondary



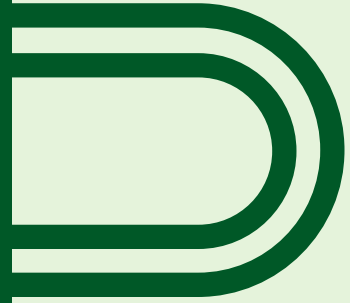
Workload and Wellbeing

Bloxwich Academy is committed to the wellbeing of its staff and the most efficient ways of managing workload. We have comprehensive packages of support and benefits at Trust and individual school levels to ensure our staff have access to everything they need to be happy and healthy to be able to perform to their best. This overview highlights key aspects to our Workload and Wellbeing provision, showing how we look after our staff and create opportunities for their ongoing development.



Valuable contribution
Attempting school
Lead respectful lives
Understanding towards others
Everyone is equal
Self motivated to achieve





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TEACHING, LEARNING AND ASSESSMENT

SHARED PLANNING

Shared resources to reduce planning and to support consistency in high quality lesson delivery

PRE-PREPARED MID TERM PLANS

Mid term plans are produced with end points to reduce further planning and production of schemes of work

MARKING AND FEEDBACK

A marking and feedback policy that ensures this is effective, moves learning forward and reduces teacher workload

EFFECTIVE MANAGEMENT SYSTEMS

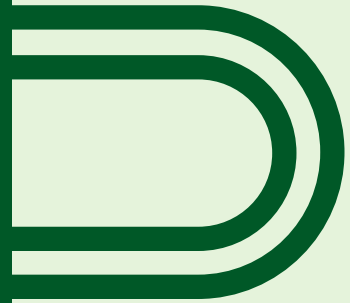
Automated digital system using Class Charts for seating plans, rewards and pupil referrals- one stop shop

REPORTS

No written reports to parents. Reports are pre-planned and calendared to provide notice times and to support with assessment planning

PD AND FORM

Centralised resources sent out each week to support with the delivery of form time activities and PSHE lessons.



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CLIMATE FOR LEARNING

CLIMATE CHECKS

Each lesson has assigned SLT and Pastoral Staff completing climate checks to ensure behaviour expectations are being met

COMMUNICATION HOME

Class teachers do not make phone calls home- this is done by our high quality pastoral team to ensure consistency of feedback to parents/ carers

DUTIES

Teaching staff have minimal break duties and SLT and Pastoral Staff cover all lunch duties

REWARDS

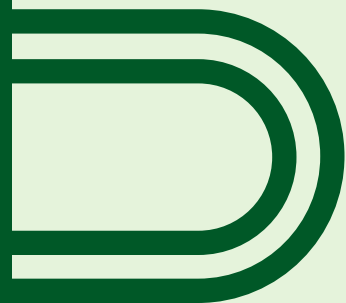
Use of Class Charts to ensure staff can reward pupils quickly, visibly and consistently to build positive learning environments

MEET AND GREET

Staff on doors at the start of each lesson to ensure a positive start to the lesson for all pupils- shared responsibility for behaviour and learning

PUPIL SUPPORT

Extensive and high quality Pupil Services department to ensure ALL pupils can get high quality care and support to be able to access the curriculum.



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STAFF WELLBEING

PLANNED EVENTS

A planned and extensive Wellbeing programme and calendar is in place to provide a holistic workload and wellbeing support package for all staff

HEALTH SUPPORT

Free flu vaccines and staff well being checks are offered for free to all staff each year, plus free use of on-site fitness suite

SUPPORT TEAM

A large and highly skilled support staff body is in place to support all colleagues at all levels.

STAFF WELLBEING GROUP

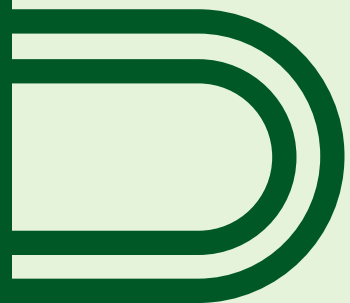
A Staff Wellbeing Group is in place who represent different areas of the staff body to ensure everyone has a representative they can talk to in person

INITIATIVES

Staff praise programme, staff breakfasts, wellbeing events, Trust group meetings, and National Awareness days are a small sample of our termly initiatives

DFE TOOLKIT

Full engagement with the DfE Workload Reduction Toolkit and Wellbeing Charter



COMMUNICATION AND ETHOS

LINE MANAGEMENT

Supportive and aligned line management meetings at all levels to ensure consistency of messages and clear communication

POSITIVE CULTURE

Staff praise, shout outs and open door policy for Leadership all build a positive working culture that allow colleagues to discuss ideas and concerns

FLEXIBILITY AND BALANCE

We recognise the importance of a family and work/ life balance and support this wherever possible

EMAILS

No expectation emails are answered outside of working hours, no direct emails from parents/ carers to staff and use of other information management systems to reduce the need for emails

STAFF WELLBEING

Staff wellbeing is an agenda item on all line management documentation to ensure this is frequently discussed and issues highlighted to allow them to be addressed in a timely manner

INFORMATION SHARING

Use of Padlet to upload all notices and information for the week- centralized place to allow ease of communication



PROFESSIONAL DEVELOPMENT

CPD

An extensive offer of high quality CPD which is research and evidenced based is in place to ensure staff have access to current good practice

COACHING

Teaching & Learning team provide multiple opportunities for support and the chance to observe colleagues who are outstanding practitioners

ECT SUPPORT

Comprehensive package of support is in place for all ECTs including; professional mentor, weekly meetings, CPD, ECT breakfasts and opportunities to observe colleagues

SUPPORTIVE CULTURE

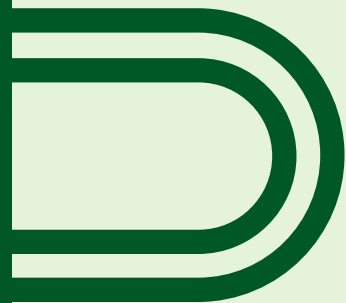
Open door policies so staff have frequent opportunities to learn from colleagues and discuss/ share ideas for best practice in the classroom

CO-PLANNING

Weekly co-planning time is in place for departments so teams are able to plan, resource and discuss lessons together

BEST OF DAYS

Regular opportunities where best practice is caught, shared and celebrated so staff high performance is visible



STAFF AT EARLY CAREER STAGES

MEETINGS

Weekly mentor meetings where Staff Wellbeing is a standard agenda item

TIMETABLE

Consideration of career stage when timetables are devised

ECT BREAKFASTS

Weekly breakfast meeting (food provided) to discuss current whole school focus and share best practice to support with high quality lesson delivery

MENTORING

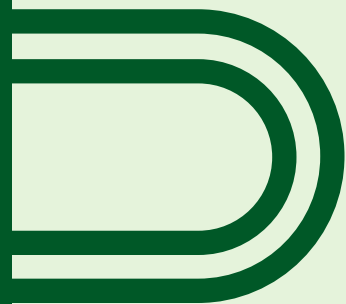
Each ECT is assigned a high quality subject mentor to ensure continued professional development and to allow ECTs to grow towards their next steps

DEPARTMENT RESOURCES

All departments already have mid term plans, resources and example lesson plans created and uploaded to shared area to reduce planning time and support with lesson delivery

CULTURE

Whole school culture of open door policy, including leadership to be able to discuss concerns in a timely manner



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BLOXWICH ACADEMY AND TRUST VALUES

BLOXWICH VALUES

Valuable Contribution, A Telling School, Lead Respectful Lives, Understanding Towards Others, Everyone is Equal, Self- Motivated to Achieve- sit at the heart of everything we do

ENRICHING OPPORTUNITIES

All staff work towards providing enriching opportunities for pupils through an extensive and wide ranging extra-curricular programme

KNOWLEDGE AND SKILLS

Through our high quality and well planned curriculum, we build knowledge and skills for pupils to allow them to thrive beyond our walls

PSHE PROGRAMME

Through our well planned PSHE programme, we help pupils to make informed and educated choices to be able to make a contribution to modern society

CARE

We believe every interaction is an intervention with a pupil, so we treat them with dignity, respect and care to provide the very best pastoral and educational provision

MATRIX ACADEMY TRUST

Education without exception- the core value we all live by to provide the best educational experience for our pupils



MATRIX TRUST BENEFITS

PEOPLE STRATEGY

A comprehensive People Strategy with 4 pillars at the heart of how we work with all staff; attract and retain, develop, empower, thrive

HEALTH SUPPORT

Mental health support and a wide range of health care services for all Trust employees as well as other schemes such as Cycle to Work.

SCHOOL IMPROVEMENT TEAM

Specialist and experienced support from a dedicated School Improvement Team who work alongside colleagues to keep driving schools forward

TRUST WIDE EVENTS

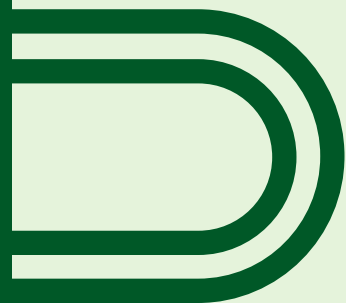
An annual Matrix Trust Day and an annual Trust wide charity challenge are just a small sample of events and initiatives open to all Matrix Trust staff

PENSION SCHEME

All staff have access to a Work Place pension scheme as well as access to advice and support for pensions and retirement planning

INVESTMENT

Ongoing significant investment in all Matrix Trust sites to provide the very best facilities for staff and pupils



NEW STAFF INDUCTION

INDUCTION PROGRAMME

A full staff induction day with the opportunity to meet senior leaders, faculty staff and relevant support teams

WELCOME PACK

A new staff welcome pack provided to all with necessary and key information to allow the best possible start to your employment with the Trust

CPD

A full day's programme of CPD on the first day in September covering all statutory information as well as department time to meet the team

LINE MANAGEMENT

A line management structure in place to ensure staff have the opportunity to discuss performance and progress and check in on wellbeing

STAFF SUPPORT

On site support teams in place to assist with aspects such as IT, finance and Management Information Systems from your first day in post

TALENT DEVELOPMENT

A clear commitment through the People Strategy to develop all staff to be the best they can be and provide pathways for progression