



Staff Pandemic Survey – Trust-Level Action Plan (April 2021)

Action Plan			
Theme:	Solution / Actions:	Responsibility:	Timescale:
Staff Voice	Using the staff survey data to drill down by school to provide focused and bespoke support as needed. Provision of individual school data/comment reports with RAG rating. Use of Wellbeing Network leads to explore with SLT for each unit.	HR	Completed
	Discuss survey outcomes with schools/business units, local actions arising and mechanisms in place for staff voice locally. Agenda item for HRBP check-in meetings	HR/SLTs	First half Summer Term
	Provision of further whole staff survey, planned for May with increased awareness activities to strive for 60% participation rate.	HR / SLTs	Summer Term
Staff Wellbeing	Specific wellbeing section added to appraisal format for mid-year reviews	Exec Team	Ongoing
	Develop and implement Health and Wellbeing Policy	HR	Summer Term
	Explore procurement of Employee Assistance Programme from September 2021	HR / Wellbeing Network	Summer Term
	Continued promotion and development of Wellbeing Network	HR/Wellbeing Network	Ongoing
	Increase readership of Wednesday Whistle	ELT/SLTs	Summer Term
	Promotion of Government Wellbeing Recovery Action Plan https://www.gov.uk/government/publications/covid-19-mental-health-and-wellbeing-recovery-action-plan	ELT/SLTs	Summer Term
	Further promotion of support accessed via WeST: DAS Counselling, Able Futures, Occupational Health, Mind materials etc.	HR / Wednesday Whistle	Ongoing
ICT Provision	Investment in infrastructure via SCA at £215,000.	Estates / IT	12-month investment programme



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	Additional hardware (laptops) to support staff providing home learning have been sourced. Both DfE and West purchased laptops have been distributed. Further needs-based distribution to be considered.	Estates / IT	Spring and summer term
Pupil Wellbeing	<p>Exploring and implementing a range of support mechanisms.</p> <ul style="list-style-type: none"> • Psychological First Aid Training signposted to staff • Schools can access and curate their own resource bank from the Mentally Healthy Schools website 	Dol	Summer term and ongoing
	<p>Growing the DSL network of support</p> <ul style="list-style-type: none"> • All schools have access to the Safeguarding Network materials. Half-termly DSL meetings will be used to deliver the 2-year DSL curriculum • Intending to recommission a DSL supervision package, from Plymouth MAST or another provider, following the trial established by SW in 2020/21 	Dol	Ongoing
Physical Environment/Health and Safety (including hygiene, PPE, social distancing, LFD Testing, etc)	<p>Development (via consultation with staff and unions) of:</p> <ul style="list-style-type: none"> • The WeST Toolkit and Risk Assessment continues to be produced and updated centrally (according to DfE updates), saving school leaders significant time. • Risk Assessments for individual settings and individual staff (where appropriate) are reviewed and updated locally to supplement the WeST Toolkit. 	Estates / SLT / Exec Team	Ongoing
School Improvement (including remote education and catch up)	<p>Development of QAR</p> <p>In Secondary, a 'light-touch' QAR process was operated in March, using both external input and WeST school leaders. The focus was on the great work of staff to create and implement a programme of Remote Education. Areas to develop were identified to enable</p>	DPSI / DSSI	Secondary – completed in March 2021



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	<p>schools to refine plans, so they are ready in the event of a future lockdown.</p> <p>In primary, hub leader cycle of activities established and devised for half termly meetings with schools. This includes routine school improvement activities and risk assessment procedures for educational performance.</p> <p>New process for QAR activities agreed and implemented through remote learning guidance in spring 2021 following DfE guidance. Summer term 2021 QA procedures follow two day deep dive process with curriculum focus. Headteachers, hub leader, DPSI and lead practitioners are all involved in the process.</p> <p>Internal capacity for school subject evaluation established and used for SEND school reviews and safeguarding reviews.</p>		<p>Completed March 2021</p> <p>Ongoing summer 2021.</p> <p>Ongoing from Spring 2021.</p>
	<p>Catch up support</p> <p>All school leaders have been provided with a clear structure and guidance on developing catch-up plans. This has been supported by 3 sessions of EEF Implementation Training that ran over February and March 2020.</p>	DPSI / DSSI	Spring and Summer Term
Trust	Vision and Core Values Review	Exec Team/SLTs	Summer Term
	Review whole staff Appraisal Scheme	ELT	
	Raising awareness of School Improvement support via Wednesday Whistle articles on team (completed January to April 2021)	DPSI / DSSI	Spring and Summer Term



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In addition, with the gradual lifting of restrictions, the school improvement team are slowly increasing their footprint and visibility on the ground in WeST schools from April 2021.

In primary weekly KIT meetings with headteachers focus on school improvement issues. Curriculum briefing papers, links to Twitter articles, Ofsted updates and government initiatives circulated to schools weekly. Training provided for all schools in conducting curriculum deep dives in subjects.