

Unfortunately, COVID-19 & Lockdown restrictions may make some part of this charter difficult or impossible to fulfil.



CULTURE

- The culture within school is critical in ensuring we have an enjoyable, rewarding working environment in which all colleagues believe the demands of their job are reasonable and manageable
- We start from an assumption of professional trust and the belief that everyone seeks to do a good job
- We ask all leaders to set a good example in how they behave and that they try to reduce levels of stress and anxiety in the academy
- Celebration of staff is crucial, such as Hero of the week, Briefing & Secret Teacher

WORKLOAD

- The academy supports the principle of 1265 hours per annum for teaching staff
- A complete breakdown of Directed Time for teachers is held in the Staff Handbook
- Colleagues will not be required to attend a particular directed event if they do not teach that particular year group. They will also not be given directed work
- If staff attend Open Morning in October, they will receive time off in lieu for 'Black Friday' Christmas Shopping
- Requests to attend family Nativity performances/graduations/Open Days and Sports Days will be met whenever possible
- All staff will have access to an accurate up-to-date whole academy calendar with meetings and deadlines shared



LESSON PLANNING

- Staff are expected to be well-prepared for lessons and have given thought to how the students' learning journey will progress
- Staff are not expected to submit daily or weekly lesson plans
- Staff are not expected to use or complete a specified planning pro-forma unless monitoring shows that an individual needs the additional support of a more structured approach to planning
- Collaborative planning is encouraged amongst staff
- ICT systems including the Staff Portal will be used to share planning and minimise replication of effort across departments
- SWB Academy operates an open-door policy and recognises that observation of learning or of student behaviour is an important aspect of our work.
- All tiers of staff drop into lessons for a wide variety of reasons and, where appropriate, staff should be informed if a formal observation is planned



MARKING & FEEDBACK

- Each subject may have a slightly different approach developed by subject experts
- 'Live Marking' in lessons is encouraged
- Whole class feedback is encouraged
- We do not encourage acknowledgement marking (unnecessary flick and tick)
- Our marking mantra is 'Books must look loved'
- It must be remembered all marking should be meaningful, manageable and motivating and should serve a single purpose – *to advance pupil progress and outcomes*



Signed:


WR Hughes (Principal)


W Myers (Chair of Governors)



DATA COLLECTION

- We will collect student performance data three times a year to ensure we can monitor progress without overburdening staff
- Teachers will only be asked to input data that requires their professional judgement
- We will not duplicate data for different audiences; we should 'collect once, use many times'



EMAILS

- There is no expectation that staff respond to emails outside normal working hours
- We want all staff to be able to achieve a healthy work-home balance and we trust the professional judgement of our staff to make decisions about when they work outside school hours
- All teaching staff are provided with either a tablet or personal laptop



WORKING PRACTICES

- Where new initiatives are introduced, they will be based upon evidence that they are likely to improve student outcomes. They will also be consulted amongst staff
- Serious consideration will be given to what we are going to stop doing, to 'make space' for what we may start doing
- Cover supervisors will be used to minimise cover. Further cover lessons will be completed by under allocation teaching staff
- Centralised detentions will be used to streamline and support teaching staff
- Any staff completing a lunchtime duty will receive a complimentary lunch
- Any policy reviews will be completed with staff workload in mind
- We will minimise meeting times - increasing time spent in departments (76% of meeting time in 2019 spent in departments)



STAFF WELLBEING

- Tea and Coffee making facilities will be made available to all staff free of charge throughout the day
- Breakfast - Toast and fruit will be made available to all staff upon their arrival to the academy in the morning free of charge
- Fruit, Cereal bars and snacks will be made available to all staff free of charge throughout the day
- Staff wellbeing activities will be planned throughout the year, suggestions from staff are most welcome
- Any staff wellbeing activity is voluntary, it is not 'forced fun'
- A Christmas and Summer end of term gathering will be planned and all staff will be invited
- All staff are enrolled in the BSHF Employee Assist packages
- All staff have access to confidential staff welfare/wellbeing officer
- All staff suggestions/concerns discussed during SLT meetings and responses fed back to staff