

WILLOW DENE School Development Plan 2022-23



To improve recruitment processes to ensure that we attract and appoint the highest quality people to Willow Dene that represent the community that we serve



Why

Recruitment and retention, post-Covid and in the current financial climate have become more challenging. Competition for job candidates within the sector is high.



Success

Willow Dene can continue to provide the best possible education to children because it is fully staffed by a committed and dynamic team who have the right skills and attributes for their roles.

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What? (action)	Why? (is the change needed)	Success (what will it look / sound like?)	Evaluation (sources of impact feedback)
Design a format for collecting candidate feedback, and trial with the most recent teacher and TA applicants	To gain key insights into the recruitment process. So that prospective employees understand that their feedback is valued.	There will be a user-friendly format for collecting feedback from both successful and unsuccessful candidates and responses which can be acted upon	Candidate feedback
Use exit information in a more strategic way	So that we can make use of staff members who leave and the knowledge about Willow Dene that they hold	There will be Willow Dene advocates who are well placed to talk positively and knowledgeably about Willow Dene as a place of work Exit information can be considered at a school level, leading to future changes Positive feedback about the school can be used in publications for future advertising	Exit interviews and questionnaires Feedback from candidates Content of advertisements

Ensure that there is a cohesive well-being offer which set out Willow Dene's 'perks and benefits' for employees and their families	So that all categories of 'perks and benefits' have been considered, align to what people want to know about and are clearly set out so that candidates are aware of them.	'Perks and benefits' are clear to future employees and the candidate feedback views these positively.	Candidate feedback Feedback from Well-being Committee and Leaders Feedback from Compass HR
Identify an annual timeline which ensures that peak times for employment of staff are capitalised on	So that we are accessing the strongest field of candidates with pre-emptive timing.	There are minimal or no unfilled posts and no recruitment 'hot-spots' around holiday times and resignations. Decisions are made in a timely way with strong candidates appointed.	Feedback from school team involved in recruitment Candidate numbers and perceived strength of field
Designate additional admin time to HR to ensure that recruitment processes move at pace	To ensure that HR procedures and crossover with other admin deadlines do not cause untimely delays or result in the loss of good candidates.	HR procedures take place in an operationally smooth and well-organised manner. There is an 'HR team' consisting of school leaders and office staff.	HR supplementary JD Meeting minutes from regular 'HR team meetings'
Make contact with Universities and ITT settings to plan to make early connections with potential Early Career Teachers	So that we are attracting the attention of ECT teachers with the right skills and attributes for Willow Dene and they are aware of what Willow Dene can offer.	There is interest from connections with universities and ITT settings, resulting in school visits and applications.	Feedback from 'connection' forums - meetings, virtual workshops Visit records
Review the current wording and format of Teacher and TA Job Advertisements including: Bringing diversity to messaging Ensuring language is inclusive Ensuring what Willow Dene has to offer is attractive Reviewing format of advertisements to ensure they are engaging	Teacher and TA Job Advertisements are engaging to the eye and showcase Willow Dene as an exciting, diverse, inclusive and attractive place to work.	There is an increase in applications as a result of the new format advertisements, leading to timely recruitment with no gaps in staffing.	Candidate feedback Records showing numbers of applicants/enquiries
Engage in reading and research about how other sectors manage candidate experience	So that Willow Dene can learn good practice and what is effective from other sectors.	Reading is identified, shared and useful learning disseminated and put into practice.	SLT and Strategic Core minutes
Review school tours in the light of candidate feedback to: Ensure candidates can talk to people from different teams or functions Understand the ethos of the school	So that diverse candidates feel welcome and can identify with current employees and the culture and ethos of the school.	Candidates can see themselves within the field of existing employees. The values-driven culture at Willow Dene and key aspects of the ethos of the school	Feedback from tours Feedback from tour leaders

Can see how careers can grow and develop		impact on candidates positively. Candidates can see how they could thrive at Willow Dene.	
Review the use of the school website and social media for advertising job vacancies to ensure this is as effective as possible	In order to have the maximum impact from advertising and to attract an additional and more diverse audience to advertisements.	By advertising effectively using routes that are current and do not target geographically, a larger and more diverse field is attracted.	Candidate feedback Admin records