

Workload charter



Email etiquette

When composing emails, always refer to the academy's email guidance before sending. While teaching, there is no expectation for you to respond to emails. Additionally, any emails addressed to "All Staff" should be reviewed and approved by your Line Manager beforehand.



Meetings

Meetings are scheduled in advance and are limited to no more than one hour in length. The Thursday twilight meetings are spread throughout the year. Meetings and briefings are designed to be the most efficient and effective use of staff time, and only those who will benefit are invited to attend.



Data Collection

We conduct just two data collections per year group each academic year. These collections are designed to monitor progress effectively without over-burdening staff. Teachers are only required to input data that relies on their professional judgment.



Marking and feedback

The Academy adopts a sensible, evidence-informed approach to marking, devolving policy to departments. Work samples primarily assess how well the curriculum helps students know and remember more, as well as the effectiveness of curriculum design.



Culture

The curriculum is built on high behavioural standards, a teacher-led culture, and character education at its core. Unacceptable behaviour is addressed using an ATL system, with fixed-term exclusions used when necessary. Centralised after-school detentions are supported by a staff rota, and negative behaviour logs automatically notify parents via text. Staff may contact parents if they feel it is appropriate but are not obligated to do so.



Priorities/CPD

The school's key priorities drive all initiatives, ensuring that every effort is evidence-based, thoughtfully implemented, and mindful of staff workload. The majority of CPD is allocated to departments, with Middle Leaders entrusted to manage this time effectively. Staff benefit from high-quality CPD opportunities, including personalised NPQ development and tailored growth through the Performance Development process, which emphasises inquiry and coaching.