

# Year 1 Roadmap

		Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sept 2020	Run into Year 2	
Supporting Our Staff	Flexible Working	Case Study Showcase + Guidance & Policy													
	Mentorships	Mentors / Building a Support Network / Review of Guidance / One Stop Shop						Gap Analysis and Additional Programming / Mentoring Opportunities							
	Secondments	Policy & Guidance / Process / Culture / Structure													
	Induction	Supporting HR Induction Work													
	PPD Policy	70:20:10 Approach													
	Communities of Practice	Seminar	Research & Fieldwork				Implementation <i>(linked to WoW: Community)</i>								
	PSS Career Framework		Job Rotations					Pilot (Grade 6 Admins)							
	Staff Dev & Review				Review Current SRD										
	LinkedIn Learning	End of Pilot	Evaluation	Proposal											
Ways of Working	Community	Communities & Knowledge Sharing <i>(linked to SOS: Communities of Practice)</i>													
	Meetings			Effective Meetings											
	Effective Comms			Good Comms Practice											
	Reduce Paper			Forms <i>(Linked to SOP: Paperless Working)</i>											
	Finding People					Look-up / Mailing Lists									
	Digital Conferencing					Video Conferencing									
	Quick Wins		Gap Fill Look-up	Double-sided Printing	Meeting-free Weeks	Software Hub	Hardware Instructions	SharePoint	Collaboration Tools						
Simplifying Our Processes	Local Initiatives	Supporting Local Initiatives													
	Training & Facilitation	Embedding Continuous Improvement													
	Paperless Working	Process Improvements: Local Initiative Volunteers for Reducing Paper <i>(Linked to WoW: Reduce Paper)</i>													
	Online Payslips					Process Review									
	HR Forms					Review of Content									
	DRC	Review End-to-end Process for the Student Support Document													
Other	Values	Workshops & Agree Values			Embedding into People Policies and Processes										
Focus	Michaelmas Term: Values				Lent Term: Recognition			Easter Term: Collaboration							