HPTschools Team Pulse Implementation Flowchart



School Rep to email (1) team structures with all staff email contacts; (2) Internal IT Dept.

Rep details to:

pulseprograms@hptschools.com

| First Name V Surname V | Sur

Factsheet No.2

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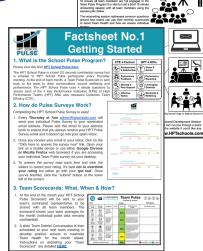
Step 2:

Orientation to Team
Pulse Program for
all staff as per DIY
protocol –
FACTSHEET 2



Principal communication across staff & website listed with IT for approved access.

Conduct the Short Onboarding DIY Session With Video/ Factsheet Discussion Per Team or Whole of Staff Session





Step 3: BAU -

Team Pulse survey emailed to all staff every Thursday @ 0700 (completion via smart device or desktop)



Step 5: Monthly Debrief Conversation with Cohort Actions

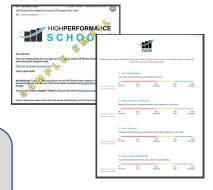
Monthly team scorecards to line managers shared with teams, to have debrief conversations and plan forward actions



Step 4:Pulse Data collated and Team Scorecard & Exec Summary Report to School Leadership Team



Monthly School Summary Report to Principal/ Executive Leadership



12	HIGHPE	RFORMANCETEANS UPI PROGRAM		Team Pulse Review & Actions		T a •
Team:				Month:		Participants:
HPT 4 KPIs (inputs)	CTE Domains (Outputs)	Pulse Question	Previous*	Current*	Example Improvement Strategies	Discussion Notes & Actions
F) White Value & Action	Manney Operions (see Satisfaction)	Your level of schievement and sobiglication at work.		87%	Clear EPs for note clarity in Seam share. Repular neview of purpose, which & goods in ection plan. Aligning-activity syste to maximize benefits of train meetings & professional development.	
BF2: Performence Reporting	Social Persusalen (Performance Feedback)	Regularly giving and receiving freeback with exembers of your team		82%	the of date well haddles to track progress. Using effective protocols in toon everings to address her issues and progress strength imply. Timely cycles of absenvation and feedback.	
BF13: Levensping Dissosity	Vication Experience (Peer Support)	Communicating effectively and openly sharing with members of your tram.		89%	Effective tram-communication, sharing and peer mentaring - Understanding - small religious generation regions and below the line behaviour sharts and pelow the line behaviour sharts and protocols for difficult same-yelliens.	
MA C Notice A Notice of	Affective States (Admit City & Shellering)	Your level of satisfaction with your work/life and wellbeing.		73%	Regular buildy shesk-ins. Vibrikly craim pulse with monthly scorecord and good setting. Regular term building, see all are benelized in meetings. It have an expense of work-fife needs.	
Collective Team Efficacy Score			82%	*Contribut everyor of all team scores	0-54% 55-74% 75-1	

