

# Creating a flexible working strategy: why, how, what

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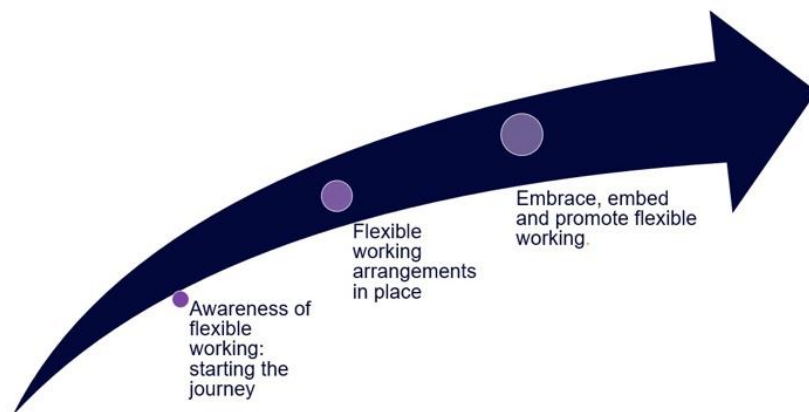
Department  
for Education

A strategic approach is essential if you are wanting to make flexible working a success for your school or MAT. The following framework will help you to think deeply about the why, how and what of your flexible working strategy. You will want to make sure that your flexible working strategy aligns to your school or MAT's values and the needs of your specific context. Your regional or national DfE's Flexible Working Ambassador MAT and School partner can help you further.

## Discovery

### Where are you and where do you want to get to?

1. Where would you place your school or MAT on the **flexible working curve**, and why? What current flexible working arrangements do you have in place and how are they working?



2. How would you evaluate your school or MAT's approach to flexible working using the DfE and Capita's flexible working self-assessment tool?
3. Current thinking:
  - What will be the benefits to your school or MAT of a strategic approach to flexible working?
  - What are the real or perceived barriers to flexible working for your school or MAT?
  - What are the current attitudes to flexible working in your school or MAT? Who holds what attitudes and why?

## Starting with why

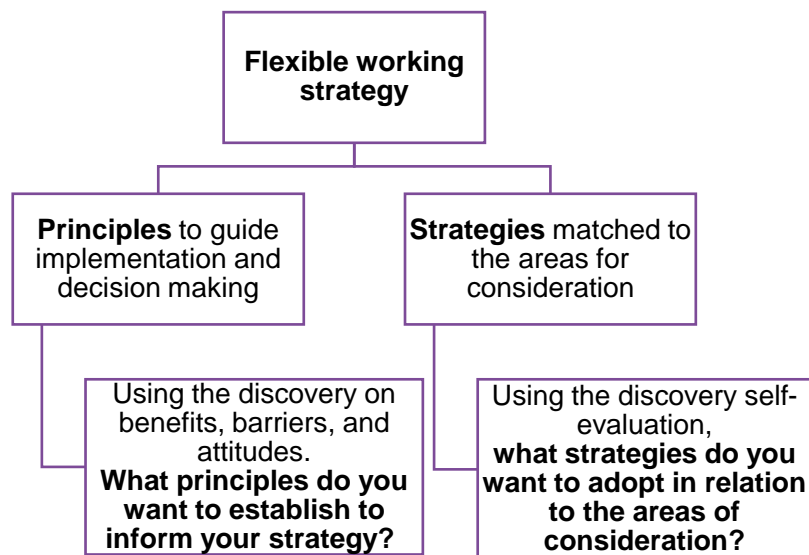
### What is your vision for this work?

Now that you have considered where you are currently, let's talk about how we translate that self-evaluation into a flexible working strategy that you are excited by and works for your school or MAT.

1. Starting with **WHY**, what is the **vision** for this work? Which of the key benefits of flexible working are important for your school or MAT?
  - retaining experienced staff
  - recruiting from a broader pool of teachers
  - promoting wellbeing
  - improving work-life balance
  - improving productivity and reducing absences
  - promoting equality of opportunity and diversity
2. How does flexible working align to your **mission and values**?
3. Lastly, what specific and tangible **aims** do you want to achieve through this work?

## How?

### How will your school or MAT use flexible working to achieve your why?



## What?

### What is your strategic plan?

- Actions: what actions are required for each strategy to achieve the agreed aims?
- Training: what training for whom, when?
- Resources: what resources will be needed by whom, when and why?
- Communications: who needs to be communicated with, when and how?