

Appendix 3 - Appraisal Survey Feedback (by Key Themes) - April 2020 and Sept 2020

Between April 2020 and Sept 2020, 205 appraisal surveys were completed; this is a significant increase on the previous six months (October 2019 to March 2020 - 85 surveys completed).

	Total number of appraisals completed	Total number of surveys completed	%
October 2019 to March 2020	924	85	9%
April 2020 – Sept 2020	918	205	22%

Answers to specific questions posed:

Percentage of responses	Strongly Disagree	Disagree	Uncertain	Agree	Strongly Agree	No Response
Overall my appraisal meeting was a positive experience	0.00%	0.00%	2.40%	39.50%	58.00%	
I found the paperwork and process straightforward	0.50%	5.40%	7.30%	58.50%	28.30%	
I felt I was given the opportunity to express myself openly	0.00%	0.00%	0.50%	33.70%	65.80%	
I felt my appraiser listened attentively and understood my viewpoint	0.00%	0.00%	1.50%	31.20%	67.30%	
I believe the my appraisal has made a positive difference to me undertaking my role	0.50%	3.40%	15.10%	49.30%	31.70%	
I had the opportunity to discuss my personal health and wellbeing	0.00%	1.00%	0.50%	36.10%	62.40%	
I had the opportunity to discuss my career and training aspirations	0.00%	1.00%	1.00%	42.40%	55.70%	1.00%
Did your manager ask about your health and wellbeing?	No- 1.9%				Yes- 98.1%	

For the whole financial year (2020-2021) there has been 290 evaluations completed. To date (03/03/21) none have been completed yet for January – March 2021.

Positive	No. of responses
Overall positive experience	16
I feel listened to	8
Feel supported	7
Manager is very supportive / helped me to achieve my goals	9
Clear objectives to take forward	6
Feel valued as an employee	3
I don't feel like I have to wait for an appraisal to discuss anything	2
Helped me focus on training and development opportunities	3
Microsoft Teams didn't hinder appraisal	3

Qualitative Feedback - Appraisal Comments (April 2020- September 2020) – Themes from 70 additional comments

Negative	No. of responses
Form is repetitive	9
Paperwork is too long	9
Process is unclear	0
Paperwork doesn't support the discussion	1
Felt pointless/ tick box exercise	6
Not made for all staff	2

Comments in more detail

Always feel listened to and empowered. Build my self- confidence and provides a few minutes to lift my head from day to day work and consider my career and the future.

My appraisal was a good opportunity to discuss current concerns in regards to Covid 19, my health and how shielding has impacted. My Supervisor/Appraiser was extremely supportive and alleviated some of those concerns. My Supervisor raised my confidence and self-esteem and made me feel like a valued member of the team.

Angela showed interest in my personal and professional development. She reflected the changes in my role around Covid and was keen to ensure I was managing working from home effectively and my work/life balance in relation to my daughter being homeschooled with disability

My line manager, Sophie, had obviously prepared for my appraisal as she had read my comments and already added comments of her own to these. The whole appraisal was a really pleasurable experience; I didn't feel rushed when wishing to discuss certain things in a deeper way, and Sophie listened the whole time. It was done via Teams due to current Covid restrictions which didn't lessen the engagement that I felt from Sophie.

As I was part of a trust consultation whereby my job role was being removed from the service and I was having to apply for a new role, because of this I was unable to plan my future and look at what I needed support with for the next year. I am disappointed I have not been supported in completing my Masters as this would help my future applications for roles that would allow me to pursue my career path.