

**Developing a positive workplace culture checklist**

## Expect

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| **We have a set of behaviours linked to our values which set out our standards and expectations to staff.** |
| **Status** *(mark with an x)*[ ] Agree [ ] Disagree [ ] Don’t know  |
| **Proposed action**      |

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| **We have a code of conduct for staff based on our behaviours which shows staff how we expect them to conduct themselves at work in line with our values.** |
| **Status** *(mark with an x)*[ ] Agree [ ] Disagree [ ] Don’t know |
| **Proposed action**      |

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| **We build our values and behaviours into our policies and processes so staff know how to put them into practice in their work.** |
| **Status** *(mark with an x)*[ ] Agree [ ] Disagree [ ] Don’t know |
| **Proposed action**      |

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| **We share our expected standards of behaviour and conduct with candidates during the recruitment process.** |
| **Status** *(mark with an x)*[ ] Agree [ ] Disagree [ ] Don’t know |
| **Proposed action**      |

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| **We embed our expectations of behaviour and conduct into every stage of our staff journey, from induction, to supervision, training, and appraisal.** |
| **Status** *(mark with an x)*[ ] Agree [ ] Disagree [ ] Don’t know |
| **Proposed action**      |

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| **Our staff know what behaviours we expect to see and why demonstrating those behaviours matter.** |
| **Status** *(mark with an x)*[ ] Agree [ ] Disagree [ ] Don’t know |
| **Proposed action**      |