



DOBCEL Continuous Improvement Planner



Continuous improvement means regularly reflecting on what we learn about staff wellbeing, taking meaningful action, and reviewing our progress.

Use this planner to identify priorities, plan actions, assign responsibilities and review what makes a positive difference.



1. What did we learn?

Example:

Staff identified that workload and competing priorities made it difficult to participate in wellbeing activities.



2. What will we change?

Example:

Review meeting schedules and reduce after-hours meetings.
Create time for connection activities during the workday.



3. Who is responsible?

Example:

To Lead - Leadership Team

To Support - Staff Focus Group



4. When will we review?

Example:

Check in after 8 weeks.

Review again at the end of Term 2.

TIPS FOR SUCCESS



- Focus on a small number of priorities that will have the greatest impact.
- Involve staff in planning and reviewing actions.
- Be realistic about time, capacity and resources.
- Review regularly and adjust as needed - improvement is an ongoing process.