Building Schools For the Future







Communications Activity





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Communications Objectives

The primary aim of our communication is to ensure that all relevant stakeholders remain informed and aware of the BSF programme in Haringey.

- To promote an understanding of the planned developments under the BSF initiative and the supporting investment in the programme
- To ensure all relevant stakeholders are aware of the benefits of those developments and their impact on achieving the aims of Haringey's Bright Futures strategy
- To ensure all relevant stakeholders recognise that improving Haringey's schools is not solely about investing in buildings and new facilities, but about transforming the experiences of every young person in Haringey.



Understanding BSF Stakeholders

The key stakeholder groups have been identified, then mapped according to their levels of interest and power

- Headteachers and Governors
- 2. Schools teachers and staffs
- 3. Parents
- 4. Young People
- 5. Council Members
- 6. Partners e.g. LSC, CYPS, HSP, Connexions

- 7. Process Support e.g. PfS, DfES
- 8. Influencers e.g. PCT, Unions
- 9. Community & Voluntary Groups
- 10. Media
- 11. Programme Team
- 12. Council Senior Management

for example:

- Our Headteachers and Governors have a high level of interest in the programme and their influence over the programme is also high. As a result we need to closely the manage our relationship with this group to ensure they remain advocates of the programme, fully informed and able to influence key decisions.
- Community and voluntary groups have a less significant level of interest in the overall programme but greater interest in specific aspects. Their voice is an important influence on the programme's success so we need to monitor their position regularly and ensure they remain informed and aware throughout. In addition, as items such as extended services move up the agenda so does the influence of the community increase.





Communications schedule



Programme planning & launch

General broadcast of information.

Sharing programme aims and Council objectives.

Keeping stakeholders aware and informed.

STAGE 2

School design development

STAGE 3

Planning submission

STAGE 4

Construction & remodel

STAGE 5

Operation

Sharing information on design process.

Engage relevant stakeholders in design process meeting architects, BSF team, project managers.

Publicise proposals and plans.

Publicising proposals and plans.

Consultation through planning department.

Objections to be handled.

Keep stakeholders informed of developments.

Minimise disruption to staff and students.

Celebration & media coverage

BUILDING WORK
IS COMPLETE
NEW FACILITES
ARE IN USE



Communications activity – programme level summary

- Brand developed for BSF materials to reflect Council investment
- Website updated with programme and project level information
- FAQs document produced and circulated (also online)
- Newsletters
 - Programme level news circulated community-wide
 - Project level news circulated via pupil post and to local residents
- Press releases & media events e.g. funding awarded, 6FC opening
- Public exhibitions or drop in sessions in school
- Displays on schools' noticeboards updated termly
- Advertising to promote event dates/times
- Schools Extranet
- Surveys
- Forums & meetings to engage key stakeholder groups
 - BSF Board, STB, TMs Forum, ICT Forum
- E-bulletins circulated regularly to support Forum activities



Brand style for BSF materials

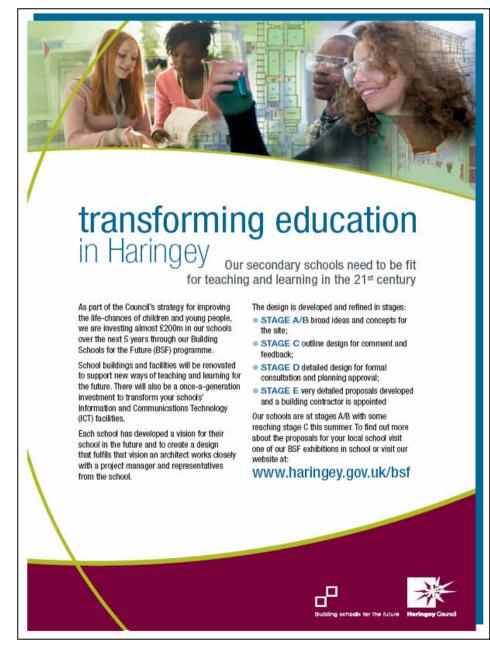




Developed as a sub-brand of the Council style to ensure recognition of the investment made by the Council and also to ensure awareness of BSF activities across school estate

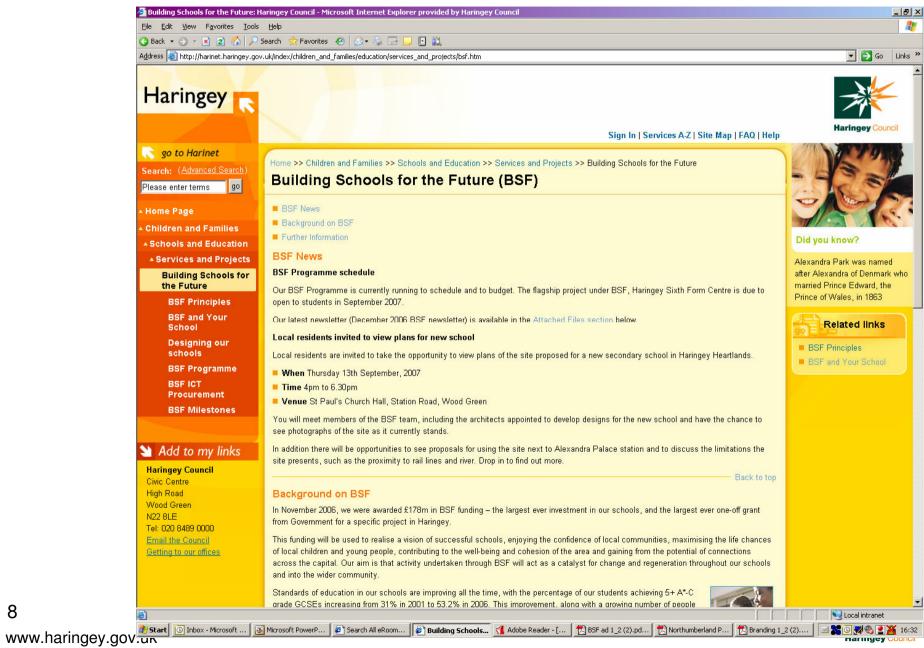


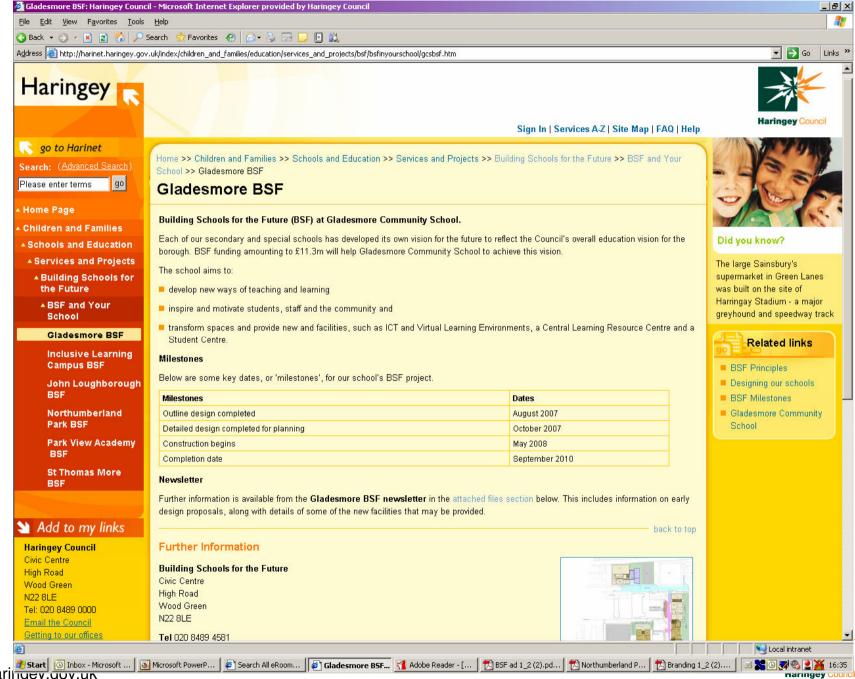
Advertising & materials





BSF online





Communication during design development phase

Stage of Process	Activity
Pre-Planning (once DTP appointed)	In-school Displays – posters, visions, plans, dates of events, milestones
	Newsletters – templates, project updates, architect drawings, key dates
Stage C	In-school Displays – updated with Stage C designs & architect comment
	Newsletters – as before but with Stage C drawings and comment
	Survey – feedback on Stage C options
	Exhibition / Focus Group – events in school for stakeholders to meet architects & project managers, view draft designs and make comment
	Posters & Flyers – advertise events in schools
	Web site – specific school page on BSF website updated with drawings
Stage D (planning submissions)	In-school Displays – updated with Stage D designs & architect comment
	Public Meeting / Consultation – Formal planning process, opportunity to comment on planning submissions
	Development Control Forum – if required by Council Planners
	Exhibition / Focus Group – events in school for stakeholders to meet architects & project managers, view final designs and make comment
	Web site – updated school page with Stage D planning submissions
	Newsletters – background to how final design evolved & how feedback used
	Collateral – for use at community and school events
Throughout design & planning phase	Other supporting activity including BSF community newsletter, media coverage in local press, CYPS Schools & Staff newsletters and in Leaders Update



Drop-in sessions held for Wave 2

- New School
 Thurs 13 September, 4pm-6.30pm, St Paul's Church Hall
- Woodside ILC
 Tues 25 September, 4.00 6.00pm
- St Thomas More
 Tues 25 September, 6.00 8.00pm
- Gladesmore
 Thurs 27 September, 4.00 6.00pm
- Northumberland / The Vale
 Tues 2 October, 4.00 6.00pm
- John Loughborough
 Wed 3 October, 4.00 6.00pm
- Park View
 Thurs 4 October, 4.00 6.00pm



Newsletters

- Project-level news
- Survey included to gather feedback
- Wave 2 second issue used at drop-ins
- Also circulated to all pupils
- 6-pages including:
 - Vision
 - Design proposal, drawings, floorplans
 - Update on project progress, next steps
 - Survey for feedback on design proposals and opportunity to raise concerns
- Wave 4 first newsletter to be designed
 - Vision
 - Project milestones





Student engagement

- Student survey in Autumn term focusing on their satisfaction with their environment and facilities
 - What do you like / not like about your school?
 - What ICT facilities do you have? Which do you use? How so you use them?
 - What would you like to change about your school?
- Joinedupdesign for BSF
 - Project facilitated by the Sorrell Foundation
 - Previous involvement with schools such as Fortismere and Woodside High
 - 5 Wave 4 schools involved (4 schools in west plus PSC)
 - Client group of 10 students plus a lead teacher
 - 5 sessions to include
 - visit Somerset House for launch and visit iconic designs in London
 - 3 meetings with their designers: to create a pupil vision that identifies a specific issue or an aspect of the school that needs improvement, pupils act as liaison within school, gather peer opinionand discuss design options to resolve issue
 - celebratory event to present outcomes and receive certificates
 - All 5 groups will also work together as a larger client group for new school project

