



**GOOD
DAY AT
WORK**

POWERED BY
robertsoncooper

Team Wellbeing Survey

Frequently Asked Questions

The key points

During 2023 and 2024 the Trust will be administering local wellbeing surveys to support services/teams to review their workplace health and wellbeing plans. These FAQs answer some typical questions that colleagues may have about this work including the Robertson Cooper wellbeing at work survey.

Introduction

The Trust is committed to making the organisation a Great Place to Work for everyone. Workplace health and wellbeing is a key part of this work. Following discussion with the Trust, we have agreed to invest in specific service level work with the aim of improving workplace wellbeing. SWYPFT has been working with Robertson Cooper since 2009, doing regular health and wellbeing surveys to help inform the organisations approach to employee health and wellbeing.

What will this work involve?

Your team will be asked to complete Robertson Cooper's wellbeing at work confidential survey. This will provide a 'temperature check' on wellbeing levels across the team to identify areas of positive practice and also challenges that we can look at collectively.

Following receipt of the survey results, the team will explore the results and discuss ways in which staff experience and wellbeing can be improved. This will include a session for the leadership team looking at leadership style and impact. The leadership team will then take the results and insights back to their teams to invite discussion and feedback. A template and structure for this will be provided by Robertson Cooper.

The aim / outcome is to construct a jointly developed and owned wellbeing action plan that the team will implement over the coming months.

What is the questionnaire about?

The questionnaire is focused on understanding your perceptions about health and wellbeing. There are a number of sections included within the questionnaire which include workplace pressures, psychological wellbeing, health and resilience. It is based on Robertson Cooper's market leading wellbeing tool ASSET.

Will I get personal feedback from the survey?

Yes you will. Every employee will receive a personalised Wellbeing Snapshot Report as soon as they complete the questionnaire. This provides personal feedback on your current wellbeing, resilience and pressures at work, and gives you more information about the Trust's range of wellbeing support services. No one else will receive a copy of your personal report. This report will be available to you in your Good Day at Work account.

Who can complete the survey?

Every member of staff will be invited to complete the questionnaire.

When do I complete the survey?

We will confirm the launch and closing dates for the survey shortly.

Why should I take part in the survey and the team sessions?

Your opinion is valuable; your input will help the team to understand the enablers and barriers of workplace wellbeing and make further improvements for the benefit of colleagues and service users. By getting involved you will ensure the survey results are accurate and are representative. Your survey responses and input to the team discussions will help to shape the approach and plans around workplace wellbeing going forward.

Is the survey confidential?

Yes. The wellbeing specialists at Robertson Cooper are chartered occupational psychologists and are bound by a professional code of practice, of which employee confidentiality is a core part. The results of the survey are presented to the service in groups of a minimum of 8 people to ensure anonymity. Individual responses will not be shared.

How do I complete the survey?

You will receive an e-mail from Robertson Cooper. You will be able to complete the survey by following the link provided in the e-mail and setting up a password. This e-mail will come from donotreply@robertsoncooper.com

Once logged in, you can complete the survey in more than one sitting, by logging back in using the same username and password – all your answers will be saved on the system.

Who is Robertson Cooper?

Robertson Cooper is an independent organisation, specialising in workplace wellbeing. Robertson Cooper have worked closely with the Trust for 14 years supporting the wellbeing agenda.

Does the survey only consider how I feel on the day?

No. Please reflect on how you have been feeling over the last 3 months or so.

Who do I contact if I have any IT issues?

You can contact Robertson Cooper to assist with technical problems at support@robertsoncooper.com

How long does the survey take to complete?

The survey will take approximately 10/15 minutes to complete and can be completed in more than one sitting.

Will I find out about the overall survey results?

Yes. Robertson Cooper will analyse the results of the survey and present the findings to the leadership team who will then share the results through team discussions as detailed above. The insights will be shared in an open and honest way with all colleagues in line with the Trust's values.

Can you identify who I am?

Once you have submitted your responses, they will be stored anonymously in Robertson Cooper's secure data base. This is a 'Team Survey', so individuals will not be identified. Robertson Cooper will only give feedback to the Trust on the results in a minimum group size of eight survey respondents (as explained above). Your individual Wellbeing Snapshot Report is only accessible to you.

Does the survey have anything to do with stress?

Yes. Workplace stress and pressure can affect your wellbeing and quality of life inside and outside of work. There will be questions about pressure and stress in the survey, however the survey is not entirely focused on stress. There will be questions regarding your engagement at work, sense of purpose and positive psychological wellbeing.

The questions are personal. Why should I fill them in?

Robertson Cooper have to ask fairly personal questions about your health and wellbeing, but no responses will be traced back to you personally. In order for us to get an accurate picture from the data, it's important that you answer all of the questions.

Can I complete the survey during work hours?

Yes, and your encouraged to do so.

What happens if I don't complete the survey?

You are not obligated to complete the survey, however the more people who do take part, the more representative the information the service gathers will be, ensuring priority is placed on the most relevant areas.

Is all of the data processed in the UK?

Yes, and the data will not be shared with any third party organisations. You can read our privacy policy here - www.robertsoncooper.com/privacy-policy

Any further questions?

Please speak to your line manager or if you prefer you can contact the facilitator for this work which will be a colleague in the people directorate, you will be advised of their contact details.