



## INCLUSION & BELONGING ASSESSMENT

*Alumni, Employees, Parents, Parents of Alumni, Students, Trustees*

### OBJECTIVES

**A community-wide assessment that supports the School's commitment to diversity and inclusive practices.**

**1** Enhance trust between the School's aspirations and constituent groups in the greater community.

**4** Provide support to the Head of School and other leaders within the community for ongoing dialogue and follow-up communications in order to continue the momentum, share information and invest the rest of the community in this work.

**2** Collect and synthesize thoughts, feelings and emotions as it pertains to connectivity, inclusivity and feeling a sense of belonging in the day-to-day and DEI related initiatives and activities at the School.

**5** Support the School's evolving DEI strategy and the team responsible for realizing the mission of community-led progress.

**3** Provide clarity around themes (e.g., challenges and effective practices, wishes and desires) specific to each constituent group AND those themes that are shared by groups.

**6** Support ritualistic DEI initiatives by planning and implementing sessions that are intentionally generative and engaging.

### PHASE 1: DISCOVERY & TIMELINE

- **Meet with School's administrators.**
- **Evaluate resources, design timeline and mark the calendar with specific dates for execution of the various phases.**

## PHASE 2: COLLECT INFORMATION

**Collect and synthesize information from the School community using the following methods:**

- Pollyanna facilitators run one or two on-site focus groups per constituent (Alumni, Employees, Parents, Parents of Alumni, Students and Trustees). Focus groups provide a safe space for sharing personal experiences, storytelling and creating trust. It's also a space to facilitate respectful dialogue across differences of perspective.
- As a follow-up to the focus groups, Pollyanna will design a customized on-line survey for all constituents using the findings from the focus groups. The survey will respect confidentiality and echo the voices heard in the focus groups demonstrating a desire for action, accountability and acknowledgement.
- Pollyanna will offer a few one-on-one interviews for members of the community identified that can offer deep perspectives and insight.

## PHASE 3: DEEP SYNTHESIS AND DEVELOPMENT OF A REPORT WITH RECOMMENDATIONS

**Pollyanna will examine and evaluate with great depth the information collected, accurately organize findings, and will present a clear and concise report assessing inclusion and belonging at the School. The report will:**

- Review general findings.
- Identify and prioritize prominent themes by constituent group.
- Identify and connect overlapping and correlating themes.
- Identify long and short-term initiatives addressing prominent themes.
- Identify actionable items.
- Identify areas for recommendations for next steps by constituent group and the community as a whole.
- Provide a framework and recommendations to the Head of School.

**For more information, please contact Claire Hannan-Radomisli at [clairehr.pollyanna@gmail.com](mailto:clairehr.pollyanna@gmail.com).**