2026-2027

Our Community Multi Academy Trust
CEO – David Whitehead

Menopause Action Plan
Supporting our People

Associated Documentation	
OCMAT Menopause Policy	
Staff Information Portal	
Staff Wellbeing Resources	
Equality, Diversity and Inclusion Policy	

1. Purpose

This Menopause Action Plan supports the implementation of the OCMAT Menopause Policy. It outlines the practical steps the Trust is taking to raise awareness, provide support, and ensure a consistent and inclusive approach for staff across all schools.

2. Our Commitment

OCMAT is committed to creating a supportive and inclusive working environment where colleagues experiencing menopause feel understood, respected, and able to thrive at work.

We recognise that menopause is a natural stage of life and may affect individuals differently. We aim to foster a workplace culture where staff feel comfortable discussing their needs and accessing appropriate support without fear of stigma or disadvantage.

3. Scope

This Action Plan applies to all staff across OCMAT schools and central teams. It should be used alongside the OCMAT Menopause Policy.

4. Key Priorities

The Trust's approach is structured around the following key priorities:

- Awareness and Culture
- Training and Leadership
- Support and Guidance
- Workplace Adjustments
- Monitoring and Review

5. Action Plan

Priority	Action	Responsibility	Timeline	Success Measure
Awareness and Culture	Share menopause policy and supporting guidance with all staff	Trust / Heads	Summer Term 2026	All staff informed via communication channels
Awareness and Culture	Promote a positive and open culture around menopause through staff briefings and internal communications	Trust / Schools	Ongoing	Increased visibility and engagement
Training and Leadership	Provide menopause awareness training for Headteachers and line managers	Trust / HR	Autumn Term 2026	Leaders demonstrate confidence in supporting staff

Priority	Action	Responsibility	Timeline	Success Measure
Training and Leadership	Encourage inclusion of menopause awareness in leadership discussions and CPD	Heads	Ongoing	Embedded within leadership practice
Support and Guidance	Appoint a Menopause Champion (or Champions) within schools	Heads	Summer Term 2026	Named support contacts available in each school
Support and Guidance	Signpost staff to available support, including Occupational Health and EAP (where applicable)	Trust / Schools	Ongoing	Clear routes to support understood by staff
Workplace Adjustments	Provide guidance to leaders on reasonable workplace adjustments	Trust	Summer Term 2026	Consistent application across schools
Workplace Adjustments	Encourage practical adjustments such as flexible working, temperature control, access to water, and breaks where possible	Heads	Ongoing	Staff report feeling supported in the workplace
Monitoring and Review	Include menopause-related wellbeing questions in staff surveys or feedback mechanisms	Trust	Annual	Data informs ongoing improvements
Monitoring and Review	Review and update the Menopause Action Plan annually	Trust	Annual	Plan remains relevant and effective

6. Communication

The Menopause Policy and Action Plan will be shared with staff via the Staff Information Portal, staff briefings, and induction processes for new staff.

7. Monitoring and Review

This Action Plan will be reviewed annually to ensure it remains effective and responsive to the needs of staff. Feedback from staff surveys, informal feedback, and engagement with staff will help inform ongoing development.