



Ralph Allen School

Leadership and Management Structure*

Leadership Team	Responsibilities
Headteacher	<p>Professional leadership and management of the school which has recently led the foundation of the Palladian Academy Trust (PAT), formed in 2016.</p> <p>Promotion of a secure foundation from which to achieve high standards in all areas of the school's work.</p> <p>Strategy and School Improvement.</p> <p>Line management of Deputy and Assistant Headteachers and School Business Manager.</p> <p>Member of the School Governing Body, advising and working with Governors.</p> <p>To achieve success, the Headteacher will:</p> <ul style="list-style-type: none"> • Provide vision, leadership and direction • Effectively manage and improve learning and teaching • Promote excellence, equality and high expectations of all students • Deploy resources to achieve school aims • Evaluate school performance and identify priorities for continuous improvement • Carry out day-to-day management, organisation and administration • Secure the commitment of the wider community • Create a safe and productive learning environment that is engaging and fulfilling for all students. • Be an effective member of the Executive Leadership Team of the Palladian Academy Trust, working with the Chief Executive Officer.
Deputy Headteachers 2 Posts	<p>Teaching and learning monitoring and development</p> <p>Curriculum development and Partnership Management</p> <p>Self-evaluation</p> <p>Pupil premium and Diminishing the Difference</p> <p>Attendance</p> <p>School Improvement Plan</p> <p>Assessment, reporting, student tracking and use of data</p> <p>Performance Management</p> <p>Line management of curriculum team and house leaders, and the head of inclusion</p> <p>Leadership development</p> <p>Safeguarding lead</p>
Assistant Headteachers 2 Posts, including the Head of Sixth Form	<p>Interventions for achievement</p> <p>Performance management</p> <p>Working with the Bath Education Trust to extend opportunities for all Bath students</p> <p>Continuing professional development</p> <p>Staff development and appraisal</p> <p>EPQ and other supplementary learning programmes.</p> <p>Sixth Form- achievement , self-evaluation, progress and welfare</p> <p>Sixth form leadership</p> <p>UCAS oversight and Oxbridge coordination, and raising participation</p>
School Business Manager	<p>Finance and fundraising strategy</p> <p>Estate development including capital projects</p> <p>Oversight of support staff including induction and review</p> <p>Health and safety</p> <p>Freedom of information</p> <p>Management of academy assets</p> <p>Community relations</p> <p>Performance management (shared)</p> <p>Line management of support services leaders</p>

Associate Leadership Team Members 2017- 18**	Leading discrete areas of CPD Contributing to termly LT strategy sessions Responsibility for and management of some key events Making a positive contribution to the wider life and ethos of the school Responsibility for trips and visits
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** Proposed structure to become effective on the appointment of the Headteacher*

***NB 2 aspiring leaders are appointed each year for a year*