### **Rochdale Sixth Form College Senior Leadership Structure**

#### PRINCIPAL/CEO

Strategic Planning, including College Strategic Plan & Target Setting – Strategic Vision, ethos accountability structure and academic health – Chief Financial Officer and Financial Performance – External Relations – Stakeholder Engagement – Professional Associations – Recruitment and Selection of Staff – Pioneer Trust Representation – National Support School & NLE Work – ESFA/DFE Liaison – Trust Board Liaison – Local Academy Council Liaison

### Senior Vice Principal (Resources)

Strategic overview and management of:

- Finance/HR/ICT
- College Infrastructure
- Funding Streams
- Audit, Compliance, Risk Management
- College Administration
- Estates Strategy
- Capital Projects
- Governance

Line management: Director of Student and Curriculum Administration and Operations, Director of Finance, ICT Network Manager, Estates Manager & Business Support Officer

# Associate Vice Principal (Curriculum, Standards and Effectiveness)

- Strategic leadership, management and oversight of all aspects of the College A&I cycle
- Scheduling and leadership of Achievement and Improvement meetings
- Liaison with Principal to develop the college SAR and ADP
- Student Academic Monitoring process ownership leadership, implementation and review
- Data drop and mark book analysis
- Strategic leadership of the timetable to ensure it supports strong and efficient provision
- Performance management
- Whole College synoptic assessments

Line management: Assistant Principal (Curriculum and Transition), English and MFL, The Arts

SPDL Link: Equality and Diversity

## Associate Vice Principal (Student Performance, Progression and Welfare)

- Strategic oversight for student academic performance
- Leadership of pastoral care/SPDLs to secure maximum student achievement
- Oversight of interventions and inclusion strategies
- College tutorial programme leadership, development and quality assurance
- Oversight of attendance and punctuality
- Oversight of student conduct, attitudes to learning and student engagement/involvement
- Designated senior person for safeguarding/child protection
   Oversight of student progression post 18 HE process

Line management: SPDL's and Assistant Principal (Learning Support, Inclusion and Intervention)

SPDL link: Safeguarding and Prevent, UCAS and Progression

## Vice Principal (Strategic Teaching, Learning & Assessment)

- Strategic lead teaching, learning and assessment and its impact
- Teaching & Learning Policy
- Lesson Observation Development and oversight
- EPQ Leadership
- National Support School Work
- Ofsted preparation and nominee
- G&T Scholars & Honours Programme
- Coaching programmes, trainees, NQTs and RQTs
- Teaching & Learning educational research
- Strategic oversight of SPDL aspects: G&T, Study Habits and Employability
- Whole College and individual CPD and INSET

**Line Management:** Assistant Principal (Pedagogy and CPD Advanced Practitioners) and Assistant Principal (STEM Performance and Development)

### Director of Student and Curriculum Administration and Operations

- College risk management framework reporting
- Co-ordination of internal audit assignments, reporting and recommendation tracking
- Health and Safety SLT link
- Funding/ILR
- Curriculum and Student Data
- Student administration including applications, enrolments, timetabling, achievements.
- Reception services
- Enrolment
- Enrichment coordination and timetabling

**Line management:** MIS Manager, Student Administration, Examinations

### **Assistant Principal (Curriculum and Transition)**

- Leadership, management and development and quality assurance of transition and admissions
- Curriculum development and transition from KS4
- Enrichment development, implementation and quality assurance
- Strategic lead employability and work experience

Line management: Social Sciences, Communication and Partnerships Co-ordinator

SPDL Link: Transition, Employability

A & I Cycle: Themed learning walks, Focus groups

### Assistant Principal – (Learning Support, Inclusion and Intervention)

- Leadership and management of all aspects of ALS and inclusion enquiries, referrals, needs assessment inc: managing provision related to EHCPs
- Identification, management and liaison with exams to ensure appropriate support
- Co-ordination of referrals to outside agencies
- ALS staff deployment
- Tracking and review of students with ALS needs
- Leadership, management, development and quality assurance of Achievement Centre
- Overseeing and developing the placement process and placement reviews
- Deputy designated senior person for safeguarding/child protection

Line management: Achievement Centre Staff, Teaching Assistants Co-ordinator/Teaching Assistants, College Nurse SPDL link: Study Habits and Revision

### Assistant Principal (STEM Performance and Development)

- Strategic and operational lead on the delivery and performance of STEM subjects
- Tracking and monitoring of student progress in STEM subjects
- Planning and implementation of STEM curriculum and enrichment
- Promotion of work experience and employability skills in STEM subjects
- Curriculum development of STEM subjects across the Trust

Line management: Science, Maths and PE SPDL Link: Gifted and Talented

#### Assistant Principal – (Pedagogy and CPD)

- Identification of College, subject area and individual teacher development needs
- Pedagogical practice improvement whole College and individual co-ordination of best practice
- Operational lead subject reviews and subject improvement plans

Line management: Humanities, Business, ICT and Law, VLE Co-ordinator

SPDL Link: British values

A & I Cycle: Lesson observations, Work and file scrutiny,