



HEADTEACHER

S. Jones

Vision and Ethos Safeguarding Governance Staff Development/Progression

DEPUTY HEADTEACHER Curriculum

Curriculum Design KS3/4/5
Staffing
Timetable
Curriculum Leaders agenda
Duties
Tutor teams
Exams
Progression and Destinations

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Exams Officer

Assistant Head Evaluation & Development

Lesson observations
Tracking quality of T&L
Performance Management
Teacher Standards
Student Leadership
Student Voice
Teacher Development Programme
Cover Supervisors

Assistant Head Safeguarding & Wellbeing

Designated Safeguarding Lead
Safeguarding
Student and Staff Wellbeing
LINC
Wellbeing Officer
LINC Manager

Assistant Head Behaviour & Attitudes/ Personal Development

Behaviour Management
Exclusions
Attendance
Assemblies
PSHCE
Rewards and Achievements
Y6 Transition
Attendance Officer
Curriculum Support Administrator

Business Manager Premises & Resources

Finance
Health & Safety
ICT
Communications
HR/Payroll
Educational trips
Contracts
Benchmarking
Support staff-Finance, ICT, Admin,
Reprographics, Library,
Medical, Site

Assistant Head Teaching & Learning

NQT and ITT
Primary Liaison/Partnerships
T&L Strategy and implementation
CPD
Literacy Strategy inc reading

Assistant Head Progress & Outcomes

Raising Standards/PiXL Strategies

Data collection/analysis

Reporting to parents

Head of Sixth Form

UCAS Programme and Sixth Form Careers Work Experience Admissions Attendance Assemblies Monitoring G&T and SEN Independent learning Data analysis Target setting Impact of student intervention Strategies KS5 Progress/Attainment KS5 Exam Analysis **KS5** Destinations Sixth Form Administrator