



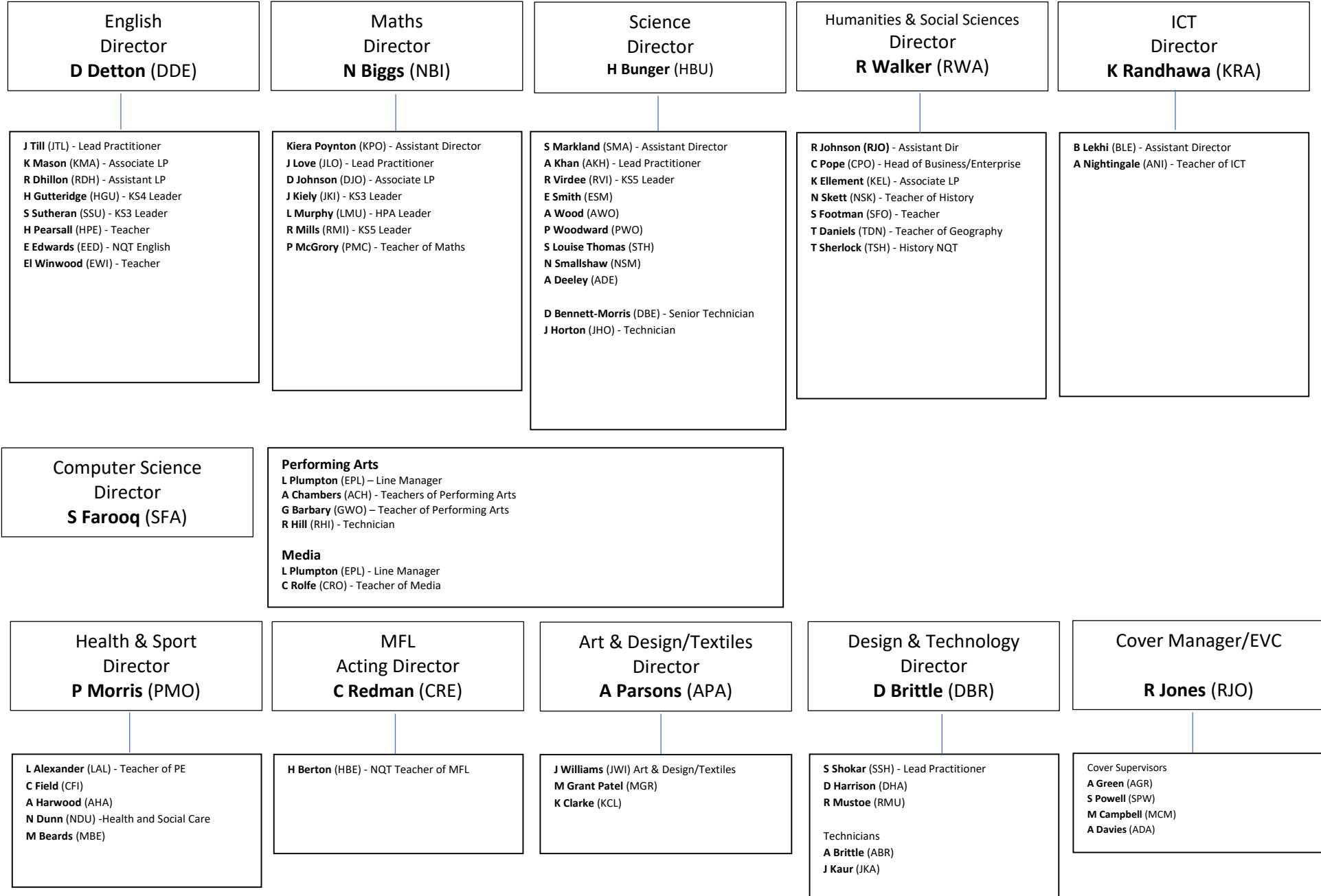
## SLT Responsibilities

Ormiston SWB Academy

September 2018

<p><b>R Hughes - Principal</b></p> <ul style="list-style-type: none"> <li>• Vision and ethos</li> <li>• Academy policies</li> <li>• Self-Evaluation Form, Academy Development Planning</li> <li>• Strategic leadership of Finance, HR and Resource Management</li> <li>• Senior Leadership development</li> <li>• Liaison with Academy Trust, Governors and other stakeholders</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• Vice Principals &amp; Assistant Principals</li> <li>• Senior Director Student Services, Senior Director for Key Stage 3 &amp; Senior Director Key Stage 4</li> <li>• PA to the Principal - <b>Jo Timmis (JTI)</b></li> </ul>				
<p><b>D Bailey</b> <b>Vice Principal: Raising Standards</b></p>	<p><b>S King</b> <b>Vice Principal: Assessment &amp; Sixth Form</b></p>		<p><b>M Palfreyman</b> <b>Vice Principal - Operations and Resources</b></p>	
<ul style="list-style-type: none"> <li>• Deputise for the Principal/Daily running of the academy</li> <li>• Academic Outcomes &amp; Interventions Year 7-11</li> <li>• Targeted student provision mapping</li> <li>• EBacc qualification outcomes</li> <li>• Pot 3/Open Pot qualification outcomes</li> <li>• Year 8 Options Process</li> <li>• Academy monitoring, evaluation &amp; QA strategy</li> <li>• Cover</li> <li>• SCR</li> </ul> <p><b>Line management</b></p> <ul style="list-style-type: none"> <li>• Art &amp; Technology</li> </ul>	<ul style="list-style-type: none"> <li>• Quality Assurance of all standards for Key Stage 5</li> <li>• Raising Standards and intervention for Key Stage 5</li> <li>• Recruitment for Key Stage 5</li> <li>• HPA students across the academy (Provision &amp; Intervention)</li> <li>• Pupil Premium across the academy (Provision, spend &amp; Intervention)</li> <li>• Raising aspirations across the academy</li> <li>• CEIAG</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• Head of Sixth Form</li> <li>• Raising Aspirations/CEIAG Leader</li> <li>• Computer Science</li> </ul>		<ul style="list-style-type: none"> <li>• Management of Academy Budget</li> <li>• Operations staff, (including Appraisal)</li> <li>• Marketing, Public Events and Publications</li> <li>• Development of Primary Partnership strategy (including transition and student recruitment)</li> <li>• Health &amp; Safety, Academy Transport, Duty Rota, Lockdown</li> <li>• Income generation projects including lettings, SLE, conference facilities</li> <li>• Census</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• HR/Admin Manager</li> <li>• Facilities, Finance and Network Managers</li> <li>• Associate Business Manager</li> </ul>	
<p><b>B Ball</b> <b>Assistant Principal:</b> <b>Learning &amp; Teaching</b></p>	<p><b>L Lal</b> <b>Assistant Principal:</b> <b>Independent Learning</b></p>	<p><b>M Parker</b> <b>Assistant Principal:</b> <b>Data Development &amp; Reporting</b></p>	<p><b>L Plumpton</b> <b>Assistant Principal:</b> <b>Literacy &amp; Leadership Development</b></p>	<p><b>J Stokes</b> <b>Assistant Principal:</b> <b>Curriculum Development</b></p>
<ul style="list-style-type: none"> <li>• Learning &amp; Teaching across the academy</li> <li>• Marking &amp; Feedback</li> <li>• QA activities (Supporting DBA)</li> <li>• Teacher Appraisal</li> <li>• CPD across the academy</li> <li>• SLE's &amp; Outreach</li> <li>• Leadership development of Department Directors</li> <li>• New staff induction programme</li> <li>• Training Days</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• Learning and Teaching Team</li> <li>• Lead Practitioners</li> <li>• BTEC Qualifications</li> </ul>	<ul style="list-style-type: none"> <li>• Homework/Independent learning</li> <li>• 'Creative Curriculum' programme</li> <li>• 2018/19 Timetable</li> <li>• NQT/GTP/ITT</li> <li>• Rewards</li> <li>• British Values</li> <li>• Staff Wellbeing</li> </ul> <p><b>Line management</b></p> <ul style="list-style-type: none"> <li>• Science</li> <li>• Sport &amp; Health</li> </ul>	<ul style="list-style-type: none"> <li>• Academy academic data</li> <li>• Y10 outcomes</li> <li>• Go4Schools strategy</li> <li>• EVA reporting to OAT</li> <li>• On-line engagement and reporting to parents</li> <li>• Academic Review Days/Parents Evening (Supporting MPA)</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• Maths</li> <li>• ICT</li> <li>• Data Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Removing barriers to learning (pedagogy and curriculum)</li> <li>• Year 7 Catch Up provision and reporting</li> <li>• Leadership development programmes across the academy</li> <li>• Assemblies</li> <li>• PSHCE &amp; SMSC</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• English</li> <li>• Performing Arts and Media</li> <li>• MFL &amp; Community Languages</li> <li>• Reading Co-ordinator</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum development &amp; planning</li> <li>• 2019/20 Timetable</li> <li>• ICT across the academy</li> <li>• ICT innovation and hardware strategy</li> <li>• Year 8 Options (Supporting DBA)</li> <li>• Numeracy</li> </ul> <p><b>Line Management</b></p> <ul style="list-style-type: none"> <li>• Humanities</li> <li>• Social Sciences</li> <li>• ICT Network Manager</li> <li>• Social &amp; Digital Media Manager</li> </ul>

**Departmental Structure 2018-19**



**Pastoral Structure 2018-19**

**Principal  
R Hughes**

**Vice Principal  
S King (SKI)  
Sixth Form**

**Head of Sixth Form**

**J Bailey (JBA)**

**Senior Director Key Stage 3 - L Goodall (Head of Year 9) (LGO)**

Student Behaviour & Expectations in Key Stage 3  
Anti-bullying  
Pastoral intervention  
Admissions  
Key Stage 3 Student Leadership Team & Prefects  
Line management of Heads of Year 7, 8 & 9

**Senior Director Key Stage 4 - D Hughes (DHU)**

Student Behaviour & Expectations in Key Stage 4  
Anti-bullying  
Pastoral intervention  
Form Time across the academy & Enrichment  
Key Stage 4 Student Leadership Team & Prefects  
Line management of Heads of Year 10 & 11

Achievement  
Leader  
Sixth Form  
**R Mills**  
(RMI)

Deputy Head  
of Sixth Form  
**B Bhuttay**  
(BBH)

Pastoral  
Leader  
Sixth Form  
**H Walker**  
(HWA)

Sixth Form  
Personal Tutors

Head of Year 7  
**S Austin**  
(SAU)

Head of Year 8  
**R Johnson** (RJH)

Head of Year 9  
**J Cox-Darling** (JCO)

Head of Year 10  
**A Chambers**  
(ACH)

Head of Year 11  
**V Dorsett**  
(VDO)

Deputy Head of Year 7  
**I Smith** (ISM)

Deputy Head of Year 8  
**K Williams** (KWI)

Deputy Head of Year 9  
**A Quiney** (AQU)

Deputy Head of Year 10  
**D Broome** (DBR)

Deputy Head of Year 11  
**D Boxall** (DBO)

**Senior Director of Student Services - SENCO - S Woodbine (SWO)**

Child Protection (Designated Safeguarding Lead)  
Anti-Bullying strategic lead  
Attendance & Punctuality  
IE and REFLECT rooms  
SEND and LAC provision and achievement  
Student First Aid/Medical needs  
External Multi Agencies  
Mental Health strategy  
Alternative Provision

HLTA  
**D Moores** (DMO)  
**P Capper** (PCA)

Attendance  
Manager  
**S Kelly**  
(SKE)

Internal Exclusion  
Manager  
**S Meanley**  
(SME)

Medical Officer  
**D Pumphrey** (DPU)

Safeguarding and  
Family Support Officer  
**C Simpson**  
(CSI)

Deputy SG Officer  
**J Jones**  
(JJO)

Deputy SENCO  
**A Keen**  
(AKE)

TA  
**G Jones** (GJO)  
**L Porter** (LPO)  
**M Capewell** (MCA)  
**T Taylor** (TTA)  
**S Turner** (STU)  
**A Pugh** (APU)

**Administration & Operational Services 2018-19**

