

SIMON HOYLE: ASSISTANT HEADTEACHER*(AHT: Director of Teaching, Learning and Research)*

Aim...to provide professional leadership to ensure the highest standards of quality teaching and learning are achieved throughout our school

Specific Responsibilities:

- SLT Link: Creative & Digital Technology Team, Humanities Team and Year 10
- Lead, develop and embed high quality teaching and learning strategies across the school, including remote learning and home learning, through an ambassadorial, celebratory and inclusive approach working with colleagues
- Establish a culture of celebratory teaching and learning where every member of teaching staff identifies their leading practice, their embedding practice and their emerging practice and practice is shared
- Lead and establish a culture and system of peer to peer support for the development of high-quality teaching and learning
- Lead teaching and learning CPD provision across the school
- Lead coaching & mentoring of all classroom focussed staff to support the further advancement of the quality of teaching and learning
- Lead research and enquiry across the school to support staff CPD, establish and embed a research culture across the school
- Lead and establish a system for assessing the quality of teaching and learning across the school with appropriate support mechanisms
- Lead the establishment of research links beyond the school
- Lead the development of a “lead practitioner” workforce
- Strategic lead over the Library
- Support: Director of Learning for Teacher Education supporting ITE and ECT programmes

WENDY RYDER: ASSISTANT HEADTEACHER*(AHT: Director of Standards & Progress)*

Aim...to provide professional leadership to ensure the highest of standards are achieved throughout our staffing workforce.

Specific Responsibilities:

- SLT Link: Years 8 & 9
- SLT Link: Key Stage 4 Coordinators
- SLT SUPPORT LINK: Davenport House
- Leadership of external and internal data analysis
- Leadership of analysis of standards (including CPD, mentoring and coaching)
- Leadership of external accountability and data measures
- Leadership, training and communication of examination and data analysis
- Student guidance grades
- Leadership of assessment, reporting and recording
- Leadership of daily staff deployment and cover arrangements
- Monitoring teaching staff absence & managing absence policy
- Whole school calendar and directed time monitoring
- Oversight of internal and external examinations
- Strategic lead over timetabling and staff deployment
- Teaching staff exit interviews

ANDY BENNETT: ASSISTANT HEADTEACHER*(AHT: Director of Sixth Form)*

Aim...to provide professional leadership to ensure continuous improvement of our school in order to ensure the highest of academic standards are achieved for all students & subjects within our Sixth Form

Specific Responsibilities:

- SLT LINK: Year 12&13 & Performance Team
- SLT SUPPORT LINK: Newton House
- Lead the strategic development of the Sixth Form
- Ensure the effective working of the Sixth Form
- Lead links between the Sixth Form and the wider community
- Maximise student achievement and progress within the Sixth Form
- Lead and manage the Sixth Form team
- Lead and oversight of quality of T&L in Sixth Form
- Lead recruitment & retention of students in the Sixth Form
- Sixth Form self-evaluation & improvement planning
- Sixth Form student welfare
- Ensure effective Sixth Form transition
- Lead and develop Sixth Form networks
- Sixth Form related marketing strategies
- Lead, develop and establish Sixth Form open evening
- Oversight of careers programme
- Deputy Designated Safeguarding Lead
- Sixth Form raising achievement plans

POYNTON HIGH SCHOOL

STRATEGIC LEADERSHIP

TEAM

ROLES AND

RESPONSIBILITIES

2023-24

“ a collective responsibility to enable all to stay true to our school’s vision and values”

MATTHEW DEAN: HEADTEACHER

Aim...the rigorous pursuit of excellence in every element of school life. Setting the highest expectations for all members of our school with a relentless focus on improving outcomes through an uncompromising drive and a highly ambitious vision for our future.

Specific Responsibilities:

- SLT Link: Mathematics
- SLT SUPPORT LINK: Child protection & safeguarding
- Vision, leadership and strategic direction of the school
- Headteacher responsibilities to all staff, students & governors
- Headteacher statutory responsibilities
- Supporting & developing effective governance
- Whole school self-evaluation & improvement planning
- Strategic financial planning & income generation
- Inspection readiness and accountability & Ofsted
- Leadership development of all staff
- Staff recruitment & succession planning
- Staff safeguarding responsibilities
- Long term sustainability planning
- PDA, TLP and other partnership working
- ECT Induction Tutor
- Partnership working with trade unions

DEBRA HOWELLS: ASSISTANT HEADTEACHER

(AHT: Director of Curriculum and Progress)

Aim...to provide professional leadership to ensure continuous improvement of our school in order to ensure the highest of academic standards are achieved for all subject areas and teams.

Specific Responsibilities:

- SLT LINK: MFL Team, Year 7
- SLT SUPPORT LINK: Vernon House
- Oversight of all subject areas through their Directors of Learning
- Curriculum design & development
- Appraisal, Blue Sky and career stage expectations
- Internal self-evaluation & improvement planning
- Team visits overview
- Leadership & management of staff performance
- Options processes
- Strategic lead and development of Directors of Learning (Curriculum)
- Leadership of British Values curriculum
- Quality Improvement Lead

- Oversight and support for implementation of the Ambitious Leadership CPD programme and coordinate whole school CPD
- Support for management of teacher support programmes
- New teaching staff induction;

CATHERINE HOLYLAND: DEPUTY HEADTEACHER

(DHT: Standards & Student Progress)

Aim...to provide professional leadership to ensure continuous improvement of our school in order to ensure the highest of academic standards are achieved for all students and year teams.

Specific Responsibilities:

- SLT LINK: Science Team, English Team, Learning Support
- SLT SUPPORT LINK: Legh House
- Deputise for headteacher
- Standards achieved & progress of student groups
- Governance: Welfare focus
- Oversight of all year groups through their Directors of Learning
- Student welfare
- Strategic oversight of Behaviour for Learning
- Leadership of rewards systems and celebratory culture
- Strategic lead on transition
- Marketing, press liaison & publicity
- Designated Safeguarding Lead
- Intervention strategy teams
- Leadership over parents evenings
- Raising achievement plans for KS4 subjects
- External welfare agencies
- Strategic lead for additional resource centres (Learning Base, Behaviour, etc)
- Strategic lead for SEND & Learning Support
- Strategic lead on Attendance
- Suspensions & exclusions
- Student admission & appeals
- Senior Mental Health Lead

EMMA GREENFIELD: ACTING ASSISTANT HEADTEACHER

(Acting AHT: Standards & Student Progress)

Aim...to provide professional leadership to ensure all students achieve and make progress across all year groups

Specific Responsibilities

- SLT Link: Year 11 & House Leaders
- SLT Link: Welfare Education Team & KS3 Co-ordinators
- Progress of more able students
- Behaviour for Learning lead
- Parental engagement
- Student voice & satisfaction
- Student participation, leadership and development
- Raising student attendance strategies lead
- Closing the gender gap
- Closing the gap strategies for Pupil Premium students and those with social care involvement
- Designated teacher for looked after children
- Lead on National Tutoring Programme
- Lead on the Educate-Challenge-Empower Charter
- Strategic Lead on EAL students
- Deputy Designated Safeguarding Lead

STEPHEN KETTLE: ASSOCIATE ASSISTANT HEADTEACHER

(SEND CO)

Aim ...to provide professional leadership to ensure all students with Special Educational Needs and Disabilities and other barriers to learning achieve and make good progress

Specific Responsibilities

- Leadership and management of the Learning Support Team
- Progress of SEND students and those with other barriers
- Ensuing effective transition to and from high school of SEND students