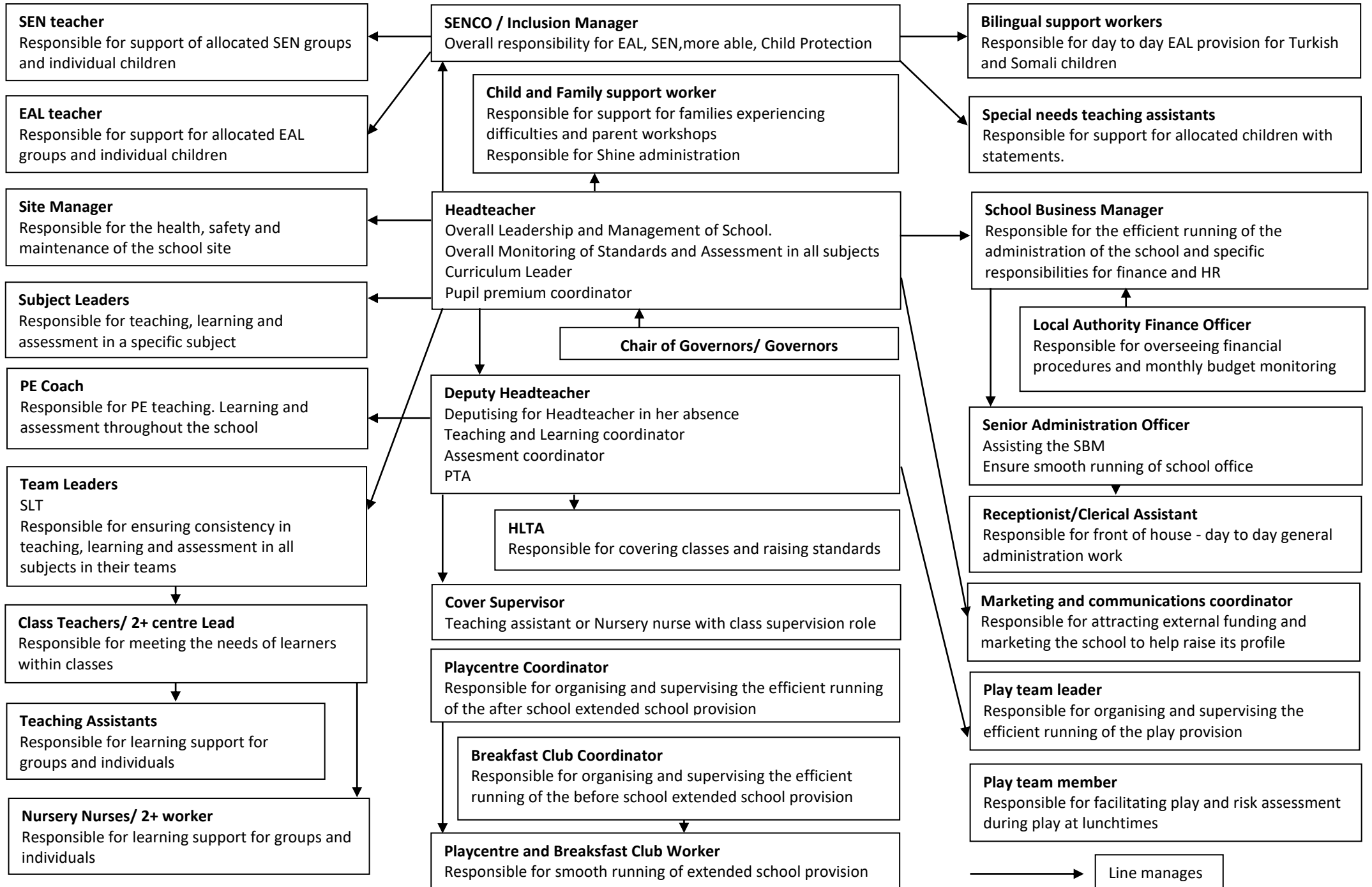


Line Management Structures across Pakeman School – 2019/2020



SEN teacher
Responsible for support of allocated SEN groups and individual children

EAL teacher
Responsible for support for allocated EAL groups and individual children

Site Manager
Responsible for the health, safety and maintenance of the school site

Subject Leaders
Responsible for teaching, learning and assessment in a specific subject

PE Coach
Responsible for PE teaching. Learning and assessment throughout the school

Team Leaders
SLT
Responsible for ensuring consistency in teaching, learning and assessment in all subjects in their teams

Class Teachers/ 2+ centre Lead
Responsible for meeting the needs of learners within classes

Teaching Assistants
Responsible for learning support for groups and individuals

Nursery Nurses/ 2+ worker
Responsible for learning support for groups and individuals

SENCO / Inclusion Manager
Overall responsibility for EAL, SEN, more able, Child Protection

Child and Family support worker
Responsible for support for families experiencing difficulties and parent workshops
Responsible for Shine administration

Headteacher
Overall Leadership and Management of School.
Overall Monitoring of Standards and Assessment in all subjects
Curriculum Leader
Pupil premium coordinator

Chair of Governors/ Governors

Deputy Headteacher
Deputising for Headteacher in her absence
Teaching and Learning coordinator
Assesment coordinator
PTA

HLTA
Responsible for covering classes and raising standards

Cover Supervisor
Teaching assistant or Nursery nurse with class supervision role

Playcentre Coordinator
Responsible for organising and supervising the efficient running of the after school extended school provision

Breakfast Club Coordinator
Responsible for organising and supervising the efficient running of the before school extended school provision

Playcentre and Breakfast Club Worker
Responsible for smooth running of extended school provision

Bilingual support workers
Responsible for day to day EAL provision for Turkish and Somali children

Special needs teaching assistants
Responsible for support for allocated children with statements.

School Business Manager
Responsible for the efficient running of the administration of the school and specific responsibilities for finance and HR

Local Authority Finance Officer
Responsible for overseeing financial procedures and monthly budget monitoring

Senior Administration Officer
Assisting the SBM
Ensure smooth running of school office

Receptionist/Clerical Assistant
Responsible for front of house - day to day general administration work

Marketing and communications coordinator
Responsible for attracting external funding and marketing the school to help raise its profile

Play team leader
Responsible for organising and supervising the efficient running of the play provision

Play team member
Responsible for facilitating play and risk assessment during play at lunchtimes