**Line Management Structures across Pakeman School – Feb 2021**

**Assistant headteacher for inclusion and pastoral care**

Overall responsibility for EAL, SEN, PP, more able, Child Protection

**Bilingual support workers**

Responsible for day to day EAL provision for Turkish and Somali children

**SEND teacher**

Responsible for support of allocated SEN groups and individual children

**Child and family support worker**

Responsible for support for families experiencing difficulties and parent workshops

PTA

Responsible for Shine administration

PTA

PTA

**Special needs teaching assistants**

Responsible for support for allocated children with EHCPs.

**EAL teacher**

Responsible for support for allocated EAL groups and individual children

**School business manager**

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

**Site manager**

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

**Headteacher**

Overall Leadership and Management of School.

Overall Monitoring of Standards and Assessment in all subjects

Curriculum Leader

**Subject leaders**

Responsible for teaching, learning and assessment in a specific subject

**School office manager**

Assisting the SBM

Ensure smooth running of school office

EVC

**Chair of governors/ Governors**

**Breakfast club coordinator**

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

Line manages

**Play team member**

Responsible for facilitating play and risk assessment during play at lunchtimes

**Nursery nurses/ 2+ worker**

Responsible for learning support for groups and individuals

**HLTA**

Responsible for covering classes and raising standards

**Deputy headteacher**

Deputising for Headteacher in her absence

Teaching and Learning coordinator

Assessment coordinator

Maths coordinator

**Cover supervisor**

Nursery nurse with class supervision role

**Receptionist/Clerical assistant**

Responsible for front of house - day to day general administration work

**Play team leader**

Responsible for organising and supervising the efficient running of the play provision

**Wellbeing, marketing and communications coordinator**

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

**Teaching assistants**

Responsible for learning support for groups and individuals

**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 practitioner**

Responsible for meeting the needs of learners within classes

**Playcentre and breakfast club worker**

Responsible for smooth running of extended school provision

**Playcentre coordinator**

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

**Headteacher**

Overall Management of School.

Overall Monitoring of Standards and Assessment in all subjects - Line Manager of Deputyhead, SLT ,SBM and Site Manager.

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