



Headlands School Leadership Team - Roles & Responsibilities 2022-2023

SBO - Executive Headteacher	AST - Head of School	BBR - Senior Deputy Headteacher	GRO - Associate Deputy Headteacher	SHA - Director of School Business Operations
Leading Organisational Change (including Alternative Provision)	Headlands School	Student Character	Quality of Education	Schools Finances
<ul style="list-style-type: none"> Headteacher of Headlands School and The ARC (Alternative Provision School). Leadership & Management of Headlands School PFI lead-out programme. <p><i>Strategic & operational leadership of:</i></p> <ul style="list-style-type: none"> Organisational Change - exploring the Academy Conversation Process Leading the vision & values of proposed Academy Organisation to ensure a climate that enables every member of the Academy community to flourish Formulation of the strategic Academy Development Plans, marketing strategies, curriculum & organisational change & recruitment of staff Developing & sustaining excellence in all areas of the education offered by proposed Academy organisation 	<p><i>Strategic and operational leadership of:</i></p> <ul style="list-style-type: none"> Day-2-Day running of Headlands School Leading the vision & values of Headlands School to ensure a climate that enables every member of the school community to flourish Formulation of the strategic School Development Plans, marketing strategies, curriculum & organisational change & recruitment of staff Developing & sustaining excellence in all areas of the education offered by Headlands School 	<p><i>Strategic leadership across Headlands School and supporting Bridlington School in the implementation of:</i></p> <p>Child Protection & Safeguarding Policy Behaviour for Learning Policy Attendance Policy Children Looked After Policy Anti-Bullying Policy Inclusion Policy Personal Development & Attitudes Policy RSHE / PSHE / SMSC Policy Uniform Policy Critical Incident Policy Offensive Weapons Policy CSE Policy Exclusion Policy Lunchtime Absence Policy Positive Handling Policy</p>	<p><i>Strategic and operational leadership of Key Stage 3 and Key Stage 4:</i></p> <p>Educational Outcomes Curriculum Design Teaching & Learning Policy Literacy & Numeracy Policy</p>	<p>Whole School leadership & management of:</p> <p>Schools Finances & Business Operations</p> <p><i>Whole School implementation of:</i></p> <p>Associate Staff Appraisal Cover Policy Medical Policy Staff Dress Code Policy Smoking, Alcohol & Drugs Policy (Staff) Governor Code of Conduct Policy Complaints against a School Governor Policy Freedom of Information Health & Safety Policy CCTV Policy Site Security & Access Policy & Procedures Charging and Remissions Policy Acceptable Use Agreement</p>
IWA - Assistant Headteacher	BCO - Assistant Head	AWO - Assistant Headteacher	TRO - Assistant Head	
SENCO	Behaviour	Teaching & Learning	Assessment, Data & Timetable	
<p><i>Whole School implementation of:</i></p> <p>SEN Policy Accessibility Plan Evacuation Policy for SEN Social Inclusion Policy</p>	<p><i>Strategic leadership of:</i></p> <p>6th Form</p> <p><i>Operational Leadership of:</i></p> <p>Child Protection & Safeguarding Policy Behaviour for Learning Policy Attendance Policy Children Looked After Policy Anti-Bullying Policy Inclusion Policy Uniform Policy Critical Incident Policy Offensive Weapons Policy CSE Policy Exclusion Policy Lunchtime Absence Policy Duty Rotas</p>	<p><i>Whole School implementation of:</i></p> <p>Curriculum Policy Teaching & Learning Policy CPD Policy ECT Policy Staff Appraisal Policy Homework Policy SCITT Policy</p>	<p><i>Implementation of the following at Key Stage 3 / 4 & supporting KS5:</i></p> <p>Timetable Policy Assessment Policy Intervention Data Protection / GDPR Policy Transitional Assessment & Reporting Policy Appeals Against Internal Assessments Policy Privacy Notice Exams Policy Exams Contingency Plan Policy BTEC Policy - (Quality Nominee) Controlled Assessment Policy Reporting Policy</p>	<p><u>Governor Key:</u></p> <p style="color: green;">Andrew Hirst Fran Lee</p> <p style="color: green;">Ben Yorke</p> <p style="color: purple;">Adele Wilkinson</p> <p style="color: blue;">Liz Philpot</p> <p style="color: blue;">Geoff Hoyle</p> <p style="color: orange;">Gary Thomas</p> <p style="color: red;">Gemma Moverley</p> <p style="color: blue;">Philippa Gascoigne</p>



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DST - Associate Assistant Headteacher	JRE - Associate Assistant Headteacher	SAB - Associate Assistant Headteacher	LWO - Associate Assistant Headteacher	RFR - Associate Assistant Headteacher
Community	Personal Development	Alternative Provision	Cultural Capital	Mathematical Literacy
<i>Whole School implementation of:</i> Careers IAG Policy Extra-curricular Policy Provider Access Policy Transition Policy Community Policy Student and Parent Forums Educational Visits Policy	<i>Whole School implementation of:</i> Transgender Policy Bereavement Policy Child Exploitation Personal Development & Attitudes Policy RSHE / PSHE / SMSC Policy Student Mental Health & Wellbeing Policy Rewards Policy Assembly Provision Anti-Bullying, Harassment & Discrimination Policy Equality Policy Freedom of Expression Drugs Policy E-Safety Policy	<i>Strategic and operational leadership of Alternative Provision:</i> Alternative Provision Policy* Educational Outcomes Curriculum Design Teaching & Learning Policy Assessment Policy Form Literacy & Numeracy Policy Form PSHE / SRE / SMSC Rewards Policy Form IAG & Careers Form Extra-curricular <i>Strategic Oversight of:</i> Nurture Schools Policy	<i>Whole School implementation of:</i> Literacy Policy Reading Programme Whole School "More-able" Programme Tutor Time Programme	Leadership & Management of Maths Subject area. <i>Whole School implementation of:</i> Numeracy Policy Numeracy Skills Programme "More-able" Mathematical Literacy Programme

TBC - Associate Assistant Headteacher	TBC - Director of 6 th Form
Pupil Premium	6th Form
<i>Whole School Implementation of:</i> Pupil Premium Policy*	<i>Operational leadership of Key Stage 5:</i> Educational Outcomes Curriculum Design Teaching & Learning Policy Assessment Policy Form Literacy & Numeracy Policy Form PSHE / SRE / SMSC Rewards Policy Form IAG & Careers Form Extra-curricular

**To be written*