

## CFS Leadership Structure, from Easter 2022

### Senior Leadership Team

| Role                             | Principal of CFS<br>(CEO of SET)   |        | Deputy Principal:<br>Primary Lead  | Deputy Principal:<br>Secondary Lead  | School Business<br>Manager of CFS<br>(CFO of SET)  |        | Senior Assistant<br>Principal  | Senior Assistant<br>Principal   | Assistant Principal   | Assistant Principal   | Assistant Principal   |
|----------------------------------|--|--------|--|--|--|--------|--|---|---|---|---|
| Current Post Holder (and Hours)  | <b>Mrs Louise New</b><br>(1.0)   |        | <b>Mr James Garner</b><br>(1.0)  | <b>Mr Ben Phillips</b><br>(1.0)  | <b>Mrs Gayle Austin Hogg</b><br>(1.0)  |        | <b>Mrs Cathryn Halton</b><br>(1.0)   | <b>Mr Lee Hardwick</b><br>(1.0)   | <b>Mrs Claire Tunnicliffe</b><br>(0.8)<br><i>Tues-Fri until August 2022<br/>Mon, Wed-Fri from Sept 2022</i>   | <b>Rob Angell</b><br>(1.0)  | <b>Georgia Hayes</b><br>(0.6)<br><i>Tues-Thurs until August 2022<br/>Wed-Fri from Sept 2022</i>   |
| Strategic Focus                  | Quality of Education   |        | Quality of Primary Education and All Through Curriculum and Assessment   | Quality of Secondary Education and All Through Curriculum and Assessment   | Business Management  |        | All Through Inclusion  | All Through Behaviour and Pastoral  | All Through Teaching and Learning and SET liaison   | All Through Pupil Development and Cultural Capital  | Primary Pupil Progress  |
| Day to Day Operational Focus     | Both   | phases | Primary  | Secondary  | Both   | phases | Primary  | Secondary   | Primary   | Secondary   | Primary   |
| Responsibilities                 | <ul style="list-style-type: none"> <li>* Quality of Education throughout the All Through School</li> <li>* Quality Assurance</li> <li>* Staff Performance Management</li> <li>* Strategic Development Plan</li> <li>* School Improvement Plan</li> <li>* External Accountability Attainment and Progress Results</li> <li>* Governance</li> <li>* Budget</li> <li>* Staff Wellbeing</li> <li>* School Compliance</li> <li>* Trust Development</li> <li>* Data Protection Officer</li> <li>* Recruitment and Retention</li> <li>* Secondary reports and PPCs</li> <li>* Secondary Target Setting</li> </ul> |        | <ul style="list-style-type: none"> <li>* <b>Teaching in the Primary phase</b></li> <li>* Leadership and day to day running of the Primary Phase</li> <li>* All Through Curriculum and Skills Progression</li> <li>* Use of Technology (Google Education)</li> <li>* Quality of Education throughout the Primary Phase</li> <li>* External Key Stage 1 and 2 Accountability Attainment and Progress Results</li> <li>* Primary assessment and feedback</li> </ul> | <ul style="list-style-type: none"> <li>* <b>Teaching in the Secondary phase</b></li> <li>* Leadership and day to day running of the Secondary Phase</li> <li>* All Through Curriculum and Skills Progression</li> <li>* Secondary Assessment and feedback</li> <li>* Timetable</li> <li>* Quality of Education throughout the Secondary Phase</li> <li>* External Key Stage 4 Accountability Measures</li> <li>* GCSE Guided Choices</li> <li>* Key Stage 3 Pupil Progress and Internal Exams</li> <li>* Standards in Year 11</li> </ul> | <ul style="list-style-type: none"> <li>* School Finances and Budget Planning</li> <li>* School Site and Resources Management</li> <li>* Overseeing HR and Personnel</li> <li>* ICT Systems and Management</li> <li>* Premises Leasing</li> </ul> |        | <ul style="list-style-type: none"> <li>* <b>Teaching in the Primary phase</b></li> <li>* Inclusion</li> <li>* All Through Special Educational Needs Coordinator</li> <li>* Designated Teacher for Looked After and Previously Looked After Children</li> <li>* Pupil Premium</li> <li>* Deputy Designated Safeguarding Lead</li> <li>* Key Stage 3 Parallel Inclusive Provision</li> <li>* Phoenix assemblies</li> </ul> | <ul style="list-style-type: none"> <li>* <b>Teaching in the Secondary phase</b></li> <li>* Designated Safeguarding Lead for the All Through School</li> <li>* Whole School Attendance</li> <li>* Whole School Behaviour</li> <li>* Representative on School Fair Access Panel</li> <li>* Overseeing Secondary Tutor Time</li> <li>* Pupil Standards including Uniform and Punctuality</li> <li>* Rewards and Praise</li> <li>* Secondary Assemblies</li> <li>* In Year Joiners and Admission Appeals</li> <li>* Mental Health and Wellbeing</li> <li>* Standards in Years 8 and 9</li> <li>* Aquila assemblies</li> </ul> | <ul style="list-style-type: none"> <li>* <b>Teaching in the Primary and Secondary phases</b></li> <li>* All Through Teaching and Learning</li> <li>* Continued Professional Development</li> <li>* Middle School model</li> <li>* Overseeing ITT Training and NQTs</li> <li>* Liaison with Primary schools in regard to MAT development and growth (supporting CEO)</li> <li>* External pupil transition</li> <li>* Standards in Year 7</li> <li>* Noctua assemblies</li> </ul> | <ul style="list-style-type: none"> <li>* <b>Teaching in the Secondary phase</b></li> <li>* Enrichment and House System</li> <li>* Trips and Visits</li> <li>* PSHE delivery across both phases</li> <li>* Careers Education</li> <li>* Unifrog and CFS Passport</li> <li>* Overseeing the Futures Hub</li> <li>* Pupil Leadership, School Council and Pupil Voice</li> <li>* Work Experience</li> <li>* Year 11 preparation for work and college</li> <li>* Learning to Learn (revision and study skills)</li> <li>* GCSE revision support</li> <li>* Standards in Year 10</li> <li>* Pegasus assemblies</li> </ul> | <ul style="list-style-type: none"> <li>* <b>Teaching in the Primary phase</b></li> <li>* Pupil Progress and Attainment throughout Key Stages 1 and 2</li> <li>* Primary Target Setting and Tracking</li> <li>* Primary Assessment</li> <li>* Primary Parental Reports and PPCs</li> <li>* Academic provision and support in the Primary phase</li> <li>* Internal Year 6-7 Transition</li> <li>* Forest School</li> </ul> |
| Line Management responsibilities | <ul style="list-style-type: none"> <li>* DP: Primary Lead</li> <li>* DP: Secondary Lead</li> <li>* School Business Manager</li> <li>* SAP: Inclusion</li> <li>* SAP: Behaviour and Pastoral</li> <li>* AP: Teaching and Learning</li> <li>* AP: Pupil Development and Cultural Capital</li> <li>* Marketing and Admissions Manager</li> <li>* Sims and Exams Manager</li> <li>* PA to the Principal</li> </ul>   |        | <ul style="list-style-type: none"> <li>* Key Stage 2 teachers</li> <li>* Primary Maths Lead</li> <li>* Primary English Lead</li> </ul>   | <ul style="list-style-type: none"> <li>* Head of English</li> <li>* Head of Maths</li> <li>* Head of Science</li> <li>* Head of Humanities</li> <li>* Head of Year 11</li> </ul>   | <ul style="list-style-type: none"> <li>* Finance Team</li> <li>* Site Manager</li> <li>* Network Manager</li> <li>* Cover Manager</li> <li>* Lettings Manager</li> <li>* HR Team</li> </ul>  |        | <ul style="list-style-type: none"> <li>* LSA Supervisor</li> <li>* HLTA team</li> <li>* Head of DT and Art</li> <li>* Head of MFL</li> <li>* Primary SENDCo</li> <li>* Secondary SENDCo</li> </ul>   | <ul style="list-style-type: none"> <li>* Secondary Pastoral Team</li> <li>* Heads of Years 8 and 9</li> <li>* AHoYs</li> <li>* Behaviour Manager</li> <li>* Attendance Officer</li> <li>* Medical Officer</li> <li>* Primary Pastoral Officer</li> <li>* Subject Lead for Business Studies</li> <li>* Media Studies team</li> </ul>   | <ul style="list-style-type: none"> <li>* EYFS teachers</li> <li>* Year 7 English and Maths Team</li> <li>* Cover Supervisors</li> <li>* Head of Year 7</li> </ul>   | <ul style="list-style-type: none"> <li>* Head House Champion</li> <li>* CCF and D of E</li> <li>* Futures Manager</li> <li>* EVC</li> <li>* Head of PE</li> <li>* Performing Arts team</li> <li>* Head of Year 10</li> </ul>  | <ul style="list-style-type: none"> <li>* Key Stage 1 teachers</li> <li>* Primary Phonics Lead</li> </ul>  |
| Line Managed by                  | Principal  |        | Principal  | Principal  | Principal  |        | Principal  | Principal   | Principal   | Principal   | Deputy Principal:<br>Primary Lead   |

## Extended Leadership Team

| Role                             | GCSE Raising Standards Leader<br><i>(alongside Head of Year and Subject Lead of Geography)</i>   | Primary SENDCo  | Secondary SENDCo  |
|----------------------------------|--|---|---|
| Current Post Holder              | <b>Mr Nick Elliman</b><br>(1.0)  | <b>Mrs Jess Powell</b><br>(0.6)<br><i>Tues-Thurs</i>  | <b>Mr Phil Fowler</b><br>(1.0)  |
| Day to Day Operational Focus     | Secondary  | Primary   | Secondary   |
| Responsibilities                 | <ul style="list-style-type: none"> <li>* Teaching in the Secondary phase</li> <li>* Pupil Progress and Attainment in Key Stage 4</li> <li>* Academic Interventions in Key Stage 4 (alongside Head of Yrs 10 &amp; 11)</li> <li>* Key Stage 4 internal exams</li> <li>* Analysis of GCSE accountability data</li> <li>* Key Stage 4 Parallel Inclusive Provision</li> </ul> | <ul style="list-style-type: none"> <li>* Quality of education and provision for SEND learners in the Primary phase and Year 7</li> <li>* LSA provision and support in the Primary phase and Year 7</li> <li>* Primary EHCP applications</li> <li>* External accountability measures in Primary for SEND pupils.</li> <li>* Access Arrangements for Primary pupils</li> <li>* Primary SEND interventions</li> <li>* EYFS transition support</li> </ul> | <ul style="list-style-type: none"> <li>* Teaching in the Primary and Secondary phases</li> <li>* Quality of education and provision for SEND learners in the Secondary phase</li> <li>* LSA provision and support in the Secondary phase</li> <li>* Secondary EHCP applications</li> <li>* External accountability measures in Secondary for SEND pupils</li> <li>* Access Arrangements for Secondary pupils</li> <li>* Secondary SEND interventions</li> </ul> |
| Line Management responsibilities | <ul style="list-style-type: none"> <li>* Subject Lead for Computing</li> </ul>   | <ul style="list-style-type: none"> <li>* LSAs based in Primary</li> <li>* ELSA</li> </ul>   | <ul style="list-style-type: none"> <li>* LSAs based in Secondary</li> <li>* Inclusion Officer</li> <li>* Access Arrangements Officer</li> </ul>   |
| Line Managed by                  | Deputy Principal: Secondary Lead   | Senior Assistant Principal: All Through Inclusion   | Senior Assistant Principal: All Through Inclusion   |