

SLT Structure – September 2023

Principal (MXL) - School Development & Quality of Education

- Leading the vision, ethos and strategic direction of the school incl International & global school & **FSGBacc**
- Strategic development through responsibility for the SEF and SDP
- HR, Staff well-being & workload, retention and recruitment, appraisal
- Strategic overview of the budget, calendar etc
- Admissions, appeals & statutory requirements incl policies
- Finance/HR/Network/Admin Manager/SLT & XLT

All actions of all staff at all levels should focus on 4 key areas. Be in the KNOW; Get the APP!

1. Ongoing whole school & Dept. Curriculum Review and Rationale
– **Knowledge**; What we teach. **Beyond the specifications**, Curriculum 52, relevance. Global problems require global solutions, etc
2. Ongoing whole school Review and Rationale
– **Nurture**; How do we ensure the highest levels of care & encourage the girls to **Grow, Learn & Develop**; Academically, Personally, Pastorally
3. Ongoing whole school & Dept. Curriculum Review and Rationale
– **Organisation**; Sequencing, pedagogy, cross-curricular links.
4. Ongoing whole school & Dept. Curriculum Review and Rationale
– **Wisdom**; Skills, Values & Attributes to use that knowledge wisely; to do the right thing! FBV, empathy etc

**In The
KnQw**

Student & Character Development		Teaching, Learning & Curriculum Development									
Vice Principal (DTQ) Improving outcomes Post 16 Personal Development	Assistant Principal (CF) Improving outcomes through Student Development & Pastoral Care	Assistant Principal (MJA) Improving outcomes through Curriculum Development	Assistant Principal (KLS) Improving Outcomes through Teaching & Learning Development								
<p>Assessment, Target setting & Tracking</p> <ul style="list-style-type: none"> • Assessment & Reporting • Leadership of data – target setting & getting! Student buy in – with try your hardest/do you best; tracking, achievement, standards, destinations; analysis for use across the school; • Parent’s evenings and student reports • Data reports; DfE/LA returns, Census • Shepway Test • Compliance with Data Protection & DPO (HGS) • BTEC Quality Nominee • Training for Middle Leaders to enable them to track and then intervene effectively. <p>Character Education & Personal Development</p> <ul style="list-style-type: none"> • FSGBacc, FSGAmbassadors, FSGAward incl • Careers Education & personal statements, etc. POST 16 EEP – The TEN FEET TALL Journey! • Trips & Visits, Tutor reports • School Calendar & Assembly Rota • Alternative Curriculum • Girls go wild (or similar) HPQ/EPQ <p>Complaints & Investigations</p>	<p>Pastoral Care</p> <ul style="list-style-type: none"> • Systems for ‘all’, • Role of Tutor incl Tutor Reports • Behaviour & Achievement Data; actions, referrals, rewards incl Unsung Heros. No INVISIBLES! • Attendance & Punctuality; actions, referrals, rewards • systems for EH & W – low level <p>Safeguarding Lead (DSL)</p> <ul style="list-style-type: none"> • Designated safeguarding lead incl proactive initiatives – transition, PSHE • Emotional Health & Wellbeing – low level • Ensuring that school is compliant with latest guidance • E-Safety <p>Health & Safety</p> <ul style="list-style-type: none"> • Leadership of Health & Safety in the school - policies & procedures • Supporting pupils at school with medical conditions – IHPs, medical, first aid, immunisations including mental health & risk assessments <p>Stakeholder Voice</p> <ul style="list-style-type: none"> • Student Council 	<p>Curriculum Development</p> <ul style="list-style-type: none"> • Strategic leadership and organisation of whole school academic programme: Curriculum development, links, Body of Knowledge & Beyond the Specs, Academic Research; STEM, Oracy, Curriculum 52 • Girls go wild – or similar? Challenge opportunities @FSG • Alternative Curriculum • Post 16 4 day w/w modelling to facilitate EEP engagement <p>Curriculum Management & Organisation</p> <ul style="list-style-type: none"> • Timetable incl Duty Rota & Homework; daily cover • Options process at KS4 & 5 incl Options Evenings & online presence <p>Home/school communication</p> <ul style="list-style-type: none"> • Preparation, publication and distribution of ParentGuide docs • Development & upkeep of Website Parent Bulletin/Newsletters 	<p>Teaching & Learning</p> <ul style="list-style-type: none"> • CPD & coaching • Quality Assurance, work scrutiny & subject audit • Assessment • Development of Pedagogy • Coverwork & LSS management • Home Learning <p>Home/school communication re home learning</p> <ul style="list-style-type: none"> • Homework • Ongoing development of online learning platform to support T&L and student achievement • Covid Recovery - Tutoring <p>SEND</p> <p>Line Management oversight in response to surge in demand, complex needs/cases and resultant expanded SEND team.</p> <p>Stakeholder Voice</p> <p>Surveys & stakeholder voice</p>	<p>Line Management of: Science Art PE, H&SC</p>	<p>Head of Sixth Form Exams Officer Data Lead & Data Manager DoCLL DoPD&CE Ho6</p>	<p>Line Management of: Psychology Business Studies Computing & Digital</p>	<p>DoPC – AAA, EHW</p>	<p>Line Management of: English History Geography PSHE</p>	<p>DoGD</p>	<p>Line Management of: Maths MFL RE Drama, Music</p>	<p>DoTL Professional Mentor SENCO</p>

XLT Structure (NPQLTD – MRB, CQS, / NPQLT – LMA, SH, KJK, / NPQSL – MAK, NMS, WR, NP, SW)

Directors of Pastoral Care (+ Asst)			Directors of Teaching & Learning
AAA - Attendance, Attitude & Aspiration	EHW – Emotional Health & Well-being	ILS - Inclusive Learning & Support	
<p>LCC</p> <ul style="list-style-type: none"> Lead on Behaviour & Attendance/punctuality Pupil Premium - Pupil Premium targeted spend, engagement, impact and achievement Student attendance/behaviour reports Sanctions Transition into sixth form Academic & Peer Mentoring Leadership of yr 7-11 SDL team Alternative Curriculum 	<p>NP</p> <ul style="list-style-type: none"> Leads on Achievement/Wellbeing Curriculum Lead on PSHE Transition into secondary Rewards Internal & External referrals Pastoral Mentoring/counselling incl FSGBacc activities Leadership of yr 7-11 SDL team Senior Mental Health Lead (SMHL) Alternative Curriculum 	<p>CD</p> <ul style="list-style-type: none"> SENCo Oversight of SEND to ensure progress of and appropriate provision for SEND students SEMH where 'progress' is impacted Daily management of passports, provision plans and EHCPs. Liaison for outside agencies. Co-ordination and planning of SEN training for staff. Parent liaison for SEND students. Alternative Curriculum <p>KJM</p> <ul style="list-style-type: none"> EBSA 	<ul style="list-style-type: none"> Pedagogy Assessment Curriculum Development & Innovation Quality Assurance Coaching & Mentoring Student Voice
Director of Careers & Leadership Learning	Director of Global Dimension	Head of Sixth Form + Deputy	Director of Personal Development & Character Education
<p>Preparation for the "World of Work"</p> <ul style="list-style-type: none"> Management of PSHE careers programme Management of mock interview process Organisation of annual careers Fair. Oversight & Organisation of Work Experience Post 16 Internship Young Enterprise Masterclass Curriculum <p>Leadership Learning</p> <ul style="list-style-type: none"> Leadership Learning; To include GoLD journal Yr 7/8 & Personal Statement Programme; Yrs 9-11, & Ivy House Programme, Year 12/13. 	<p>Leadership of International & Global School</p> <ul style="list-style-type: none"> International links & embed/expand in-curricular and cross-curricular opportunities to exploit these. Penpal & exchange Programme Write, evaluate & develop GD discrete curriculum in Year 9; One World Embed and expand cross-curricular global dimension projects through international/global lens Supervision of IS website 	<ul style="list-style-type: none"> Transition into sixth form Lead Sixth Form SDLS & Tutors Sixth form Culture & Ethos, A level Mindset, Leadership Learning; FSGAmbassadors Development of KS5 curriculum incl. EEP & Addn (Independent) Learning Teaching and Learning at KS5 Promotion and marketing of the 6th Form incl Options Evening & Induction Target setting and analysis of data Links with external agencies Post 16/18 preparation incl UCAS, CEIAG, Apprenticeships 	<p>Leadership of Adventure & Outdoor Education elements.</p> <ul style="list-style-type: none"> Management of FSGBacc within Curriculum Time Management of CCF & DoE programmes <p>WAG is 100% engaged with extra curricular</p>

Directors of Learning

"If your actions inspire others to dream more, learn more, do more and become more, you are a leader." John Quincy Adams. **We are all leaders here.**

Our ambition is to be world leading and world changing; to be unstoppable; to be the best school in the world; nothing less.

