

# Leadership Roles & Responsibilities 2023-24



# Bay House School & Sixth Form



**C. Willis**  
Headteacher

**Curriculum**  
School Development Plan  
School SEF  
Policies

**Pastoral**  
Performance Management  
SHARP system

**Wider Responsibilities**  
External Agencies/ Partners  
(Ofsted/ LA/ DfE/ Trusts)  
Board  
SAAGs  
Complaints



**R. Peet**  
Operations

**Curriculum**  
Trust Operations  
School Rebuild  
Timetable

**Pastoral**  
Health & Safety  
Food & Canteen  
Finance



**L. Adderley**  
Associate Head

**Curriculum**  
Quality of Education  
Day to Day  
PIXL

**Pastoral**  
PAG  
5 Day Suspensions  
GDC Panels

**Wider Responsibilities**  
Staff Professional Learning  
School Calendar  
Reception  
Chromebook Strategy for Learning



**A. Harlan**  
Deputy

**Curriculum**  
Behaviour & Attitudes  
Inclusion

**Pastoral**  
Managed Moves  
SEND link  
Pastoral Data Reviews

**Wider Responsibilities**  
External Agencies/ Partners  
(Ofsted/ LA/ DfE/ Trusts)  
Board  
SAAGs  
Complaints



**S. Kitchen**  
DSL

**Line Management**  
Sarah James  
Karen O'Byrne  
Kim Pearson  
Jo Powell

**Curriculum**  
MFL  
BTEC & Vocational  
Qualifications

**Pastoral**  
Safeguarding  
CLA - Designated  
Person

**Wider Responsibilities**  
Reduced Hours  
Provision  
NEET Strategies  
Parent Surveys  
(ParentView)



**Y. Jackson**

**Line Management**  
Eliza O' Driscoll  
Xin Lu  
Thom McClure  
Sophie Wilson  
Holly Chalton  
Kev Thorns -  
for BH admissions

**Curriculum**  
English  
Mandarin + MEP

**Pastoral**  
Attendance  
Admissions

**Wider Responsibilities**  
Internal Truancy  
Statutory  
Compliance  
(Alternative  
Provisions etc)  
The Key (SPOC)



**E. Arnold**

**Line Management**  
John Winkles  
Sarah Cornish  
Jade Silver  
Becky Harman (BP)  
Maths TBC

**Curriculum**  
Maths

**Pastoral**  
SLT support Year 7  
Suspensions (linked  
to year 7)  
Welfare/ PWMC

**Wider Responsibilities**  
Transition  
(KS2/3/4/5)  
School Open  
Evening



**M. Stockley**

**Line Management**  
Jen Palmer  
Olivia Mustchin  
Jamie Way  
Nicki Craven

**Curriculum**  
Psychology  
Sociology  
Criminology  
Literacy/ Reading  
across the  
curriculum

**Pastoral**  
SLT support Year 8  
Suspensions (linked  
to year 8)  
Library

**Wider Responsibilities**  
Public concerns via  
enquiries  
Careers/ WEX  
Whole School  
Newsletters/  
Communications



**L. Stares**

**Line Management**  
Kelsey Thibault  
Andy Donn  
Catarina Consalvo  
Neil Taylor  
Becky Anderson

**Curriculum**  
Science  
Art

**Pastoral**  
SLT support Year 10  
Suspensions (linked  
to year 10)  
School Pastors  
(attached)

**Wider Responsibilities**  
Reporting  
Duty Rotas  
Fareham & Gosport  
Collaboration  
(+common closure day)



**S. Osborne**

**Line Management**  
Alex Page  
Kate Taylor Waterson  
Victoria Noden,  
Steve Jones  
Lee Terry  
Charlie Wilkins

**Curriculum**  
Design Technology  
& Food  
Health & Social  
Care  
Raising Standards  
Lead KS3

**Pastoral**  
SLT support Year 9  
Suspensions  
(linked to year 9)  
I Room/ Atrium  
oversight  
Healthy Schools  
Accreditation

**Wider Responsibilities**  
Marine/ Watersports  
Most Able/ Gifted &  
Talented -  
Scholarships  
Trips and Visits



**T. Morgan**

**Line Management**  
Dan Stancliffe  
James Holder  
Rachel Ashford

**Curriculum**  
Raising Standards  
Leader (Whole School)  
History  
Geography  
Raising Standards  
Lead KS4  
PIXL

**Pastoral**  
SLT support Year 11  
Suspensions (linked  
to year 11)

**Wider Responsibilities**  
Year 11 Results  
Strategy  
PB & Tracking



**S. Osborne**

**Curriculum & Pastoral**

Sixth Form  
Sixth Form Leaders  
Raising Standards Lead A level  
PIXL6  
Sixth Form Pastoral and Tutor Team

**Wider Responsibilities**

University  
HE/ FE Links  
Alumni Relationships  
Sixth Form Open Evening



**V. Perry**

**Line Management**  
Celeste Gaskell  
Saagar Jagaita  
Chris Lees  
Jane Cotton  
+Heads of House  
Dan Eldred

**Curriculum**  
Business/ Economics  
Gov/ Politics  
Computing  
PE

**Pastoral**  
House System  
(House Leaders)  
Critical Mass Yr 9 &  
11  
Attached to Year 9

**Wider Responsibilities**  
Student Voice/  
Leadership  
Rewards  
Uniform  
Clubs and societies  
BH



**J. Duff**

**Line Management**  
Vicky Ruzewicz  
Sara Shipley  
Scott Langridge  
Sarah Langridge  
Angelo Bridger  
Rebecca Corbin  
Vicky Bodenham?  
Eleanor Hawkrigde  
(until December)

**Curriculum**  
Citizenship  
Religious Education  
Drama  
Dance  
Music  
Film

**Pastoral**  
Personal Development  
Character Kitemark  
School Pastors  
Critical Mass Yr 8 & 10  
Attached to Year 10

**Wider Responsibilities**  
Tutors/ Assemblies  
SMSC  
FBV  
Leverage  
Leadership MLT  
programme



**L. Mulhall**

**Line Management**

**Curriculum**

**Pastoral**

**Wider Responsibilities**



**A. Clarida**

**Line Management**  
Lynn Bodsworth  
Alice Butler  
Katie Robinson  
Mark Masters

**Curriculum**  
Teaching & Learning  
Curriculum  
Marking & Feedback Policy  
Homework (inc Policy)  
Teaching & Learning Policy  
Knowledge Organisers

**Pastoral**  
School Calendar

**Wider Responsibilities**  
Assessment  
Assessment Policy  
Developmental Drop Ins  
Timetabling  
Subject Reviews  
Consistently Good  
Programme



**M. Bowen (SENDCO)**

**Curriculum & Pastoral**

SENCO

**Wider Responsibilities**

SEND  
EA link  
SGL link  
Diagnostic Hub



**Sam Smithbone**

**Wider Responsibilities**

SEND Leader



**J. Fagher**

**Curriculum**

Data Tracking & Monitoring