

# WEST LAKES ACADEMY LEADERSHIP GROUP

2018/19

**Jonathan Johnson**  
**Principal and Chief Executive**

## **Key Responsibilities:**

### Accounting Officer

MAT vision and implementation strategy  
TSA, AP, MAT, PTC, Academies

Development of strategic partnerships  
(WLMAT/WTSA)

### Self Evaluation

WL MAT dashboard

### Budget and Finance

Resources & Facilities  
Development

Member engagement

Trustee Board  
External Partnerships & Agencies

HMI and OFSTED

Public relations  
Community

MAT website

Local Governing Bodies and Academy Principals/Heads

**James Jackson**  
**Head of Academy**

## **Key Responsibilities:**

Performance Management

Middle Leader development

### Self-Evaluation

Overall effectiveness  
Leadership and management  
Outcome for students

HMI & OFSTED

Academy calendar

1:1 agenda

Prospectus  
Academy website

WLA Network strategy

WLA recruitment (within Scheme of Delegation)

**Stephen Lester**  
**Chief Operating Officer**

Examinations

Curriculum planning and analysis  
Staff requirements  
Timetable

Assessment without levels

**Key Responsibilities:**

Company Secretary

Finance

Managing, monitoring, reporting MAT budget, MFA and SFAs  
ESFA reports and returns  
MAT/Academy accounts

HR

Estate and Health and Safety

Staff salary scales

Staff cost analysis

Staff benefits

Procurement, depreciation and disposal of fixed assets

Legal services

Income generation

MAT network strategy

**Key Responsibilities:**

Alternative Provision Free School Application – West Lakes Alternative Provision Academy (WLAPA)

Personal Development, Behaviour and Welfare

Designated Safeguarding Lead

SCR

Self-Evaluation

SEF – Personal development, behaviour and welfare

Transitions 6/7 and 8/9

Student transition  
Summer school  
Open and options evening  
Induction day and evening  
CIAG all years

Multi-Agencies

**Sophie McCabe**  
**Vice Principal**  
**Personal Development and Well-Being**

**Abby Deeks**  
**Vice Principal, Teaching**  
**School**

Parental Engagement including parents' evenings

Tutorial Programme  
Collective worship and assembly

**Key Responsibilities:**

West Lakes Teaching School Alliance  
School to school support  
All funded activity (SSIF)  
Co-ordinate consultants  
WLTSA website

Recruitment and Retention  
Entry routes  
Career pathway  
Scholarships for teaching  
Sponsored vacancies  
School experience weeks  
Internships  
Funded PGCE  
LEP liaison  
FOG/CoNE  
Teach First  
Teach Later  
SCITT

Self-Evaluation  
SEF – Teaching and learning  
Monitoring & Evaluation QAMs

INSET and CPD  
Training days  
Staff development  
NPQ suite  
Staff workload (STIG)

**Key Responsibilities:**

Teaching and Learning  
Assessment, marking and feedback  
Developing the knowledge based curriculum  
Research and development (Research Academy)

QAMs

Staff induction  
NQT induction  
NQT+1  
ITT Co-ordinator

Cover and sickness  
Absence requests  
Quality of cover work  
Staff duty rota

Attainment and progress of disadvantaged/CLA/Service students. No difference in attainment to all others

**Melissa Relph**  
**Vice Principal**  
**Teaching and Learning**

**Barry Simpson**  
**Vice Principal**  
**PTC and Raising Standards**

PEPs

Allocation of funding for disadvantaged and evaluation of impact in PP plan.

Access to the curriculum through reading, vocabulary and numeracy

Year 7 catch up funding

Homework

### **Key Responsibilities:**

Primary Technical College

Attainment and Progress of HPA and Most Able Students

Raising standards of attainment for all students

Academy and student target setting

Setting and grouping and all movements between groups

Assessment review cycles. Reporting attainment and progress to parents

Implementation and evaluation of 16 to 19 study programmes to reach 250 NOR

Co-ordination of all intervention

Co-ordination of all OOA revision/booster/intervention sessions

Extension to the academy day for all students and the delivery of an extended curriculum, buses etc.

Raising boys' achievement

Transition Years 11 to 12

Student transition

Open evening

Induction day and evening

Self-Evaluation

SEF – Post 16 provision

Destination data & NEETs, apprenticeships, UCAS and Oxbridge

**Holly Donaldson**  
**ALG+1**

### **Key Responsibilities:**

Deputy DSL

Heads of Year 7-11

Behaviour

Exclusions

Managed moves

On call

Inclusion

Attendance

Safeguarding team

Rewards and Awards

**Jill Sunter, Steph Bell and  
Kim Beckwith  
ALG+1**

**Key Responsibilities:**

Leading the Teaching and Learning  
Professional Learning Communities