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# OVERSTONE PARK SCHOOL

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## Senior Leadership Team Policy



### Senior Leadership Team

Date	Review Date	Coordinator
September 2024	August 2025	Mrs M Brown Mrs D York Miss A West Ms V Brown Ms K Gorton

We believe the role of the senior leadership team under the guidance of the Principal is to set the strategic direction for the school. They uphold the shared vision of the school and act as role models for their colleagues, leading by example. With distributed leadership members of the senior leadership team take greater responsibility for aspects of school development.

We feel a successful senior leadership team must be effective as team members but also demonstrate leadership qualities in their own right for the teams and projects for which they themselves are responsible.

It is essential to have in place a senior leadership team that is able to communicate effectively with the wider school team and other stakeholders such as pupils, parents and the local community. They will be responsible collectively for the professional development of both themselves and their colleagues. They will also be responsible for the achievement of the curriculum and stimulate improvements in both teaching and learning.

Alongside the Principal the senior leadership team lead change. They will also be competent planners and motivators and like any good team they share a common goal, have specialist team roles and collective accountability.

We believe we will be a successful school by having in place an effective senior leadership team that is aware of the current state of the school, is imaginative in introducing new initiatives, is able to motivate staff, is able to track progress of these initiatives, is able to achieve targets and to lead by example.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

### Aims

- To have in place an effective senior leadership team under the guidance of the Principal that will set the strategic direction of the school.
- To share good practice within the school.
- To work with other schools to share good practice in order to improve this policy.

## Responsibility for the Policy and Procedure

### Role of the Principal and Senior Leadership Team (SLT)

The SLT will be responsible for:

<b>Head teacher</b>	<ul style="list-style-type: none"><li>▪ Overall responsibility for the school</li></ul>
<b>Senior management team</b>	<ul style="list-style-type: none"><li>▪ Major role in managing the school</li><li>▪ Responsibility for a specific area(s) of school management</li><li>▪ Responsibility for a curriculum area</li></ul>
<b>Subject coordinators</b>	<ul style="list-style-type: none"><li>▪ Supports the head and deputy head with the management of the school</li></ul>
<b>Early years coordinator</b>	<ul style="list-style-type: none"><li>▪ Responsible for the foundation stage</li><li>▪ Line manager for the foundation team of teachers, nursery nurses and teacher assistants</li></ul>
<b>Key stage 1/2 coordinator</b>	<ul style="list-style-type: none"><li>▪ Responsible for key stage 1</li><li>▪ Line manager for the key stage 1 team of teachers, nursery nurses and teacher assistants</li></ul>
<b>Key stage 3/4 coordinator</b>	<ul style="list-style-type: none"><li>▪ Responsible for key stage 2</li><li>▪ Line manager for the key stage 2 team of teachers, nursery nurses and teacher assistants</li></ul>
<b>Post 16 coordinators</b>	
<b>Special educational needs coordinator</b>	<ul style="list-style-type: none"><li>▪ Responsible for the day-to-day provision for pupils with special educational needs</li><li>▪ Line manager for nursery nurses and teacher assistants</li></ul>

Members of the SLT will also deal with:

- continuous professional development
- line management
- performance management
- curriculum
- pupil progress
- school improvement framework
- self-evaluation and school improvement planning
- quality control and monitoring
- finance
- communication
- pupil welfare and development

- parents, and the local community

The SLT will:

- meet regularly with the Principal
- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;
- annually report on the success and development of this policy

### **Role of Subject Leaders**

Subject leaders will:

- be responsible for the leadership and management of a particular curriculum subject(s)

### **Role of the School Council**

The School Council will be involved in:

- determining this policy;
- discussing improvements to this policy during the school year;
- organising surveys to gauge the thoughts of all pupils;
- reviewing the effectiveness of this policy

### **Role of Parents/Carers**

Parents/carers will:

- be aware of and comply with this policy;
- work in partnership with the school;
- comply with this policy for the benefit of their children;
- be asked to take part periodic surveys conducted by the school;
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school

### **Raising Awareness of this Policy**

- School Handbook/Prospectus;
- School website;
- Staff Handbook;
- Meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops;
- School events;
- Meetings with school personnel;
- Written communications with home such as weekly newsletters and of end of half term newsletters;
- Annual report to parents;

- Headteacher reports to the Governing Body;
- Information displays in the main school entrance;
- Text messages
- Email
- Social media:
  - Facebook
  - Twitter
  - Virtual pin boards
  - School blog

## Training

We ensure all school personnel have equal chances of training, career development and promotion.

Periodic training will be organised for all school personnel so that they are kept up to date with new information and guide lines concerning equal opportunities.

## Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school. (See Initial Equality Impact Assessment)

<b>Principal:</b>	<b>Mrs M F Brown</b>	<b>Date:</b>	<b>September 2024</b>
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