

HEADTEACHER - Mrs J P Conley		
Assessment, Performance Management, Human Resources, Safeguarding Lead, PDMs, SMTs, Teaching and Learning, Staffing, Pupil Premium, Governors, Curriculum, Finance, Buildings and Premises, Website management		
DEPUTY HEADTEACHER - Mrs C Harkness		
Safeguarding Deputy, Attendance, CPD, Performance Management, Staff well-being, Enrichment, Pastoral support (including behaviour), Day-to-day organisation (timetabling, rotas etc.), Line Manager of LSAs, Quality Mark Champion, SENCO (inclusion), Volunteer Liaison		
CLASS	TEACHER	LSA
Nursery	Kath Makin Art/ DT	Sarah Dineley (First Aid)
Reception	Sam McKenna EYFS lead TLR Science/ Learning env outdoors	Sue Edwards (First Aid)
Year 1	Jenny Connor KS1 lead TLR English, Phonics learning env indoors. Debating competitions etc.	Maria Sharples
Year 2	Natasha Aslam PE & PSHE, participation in comps and leagues, fitness across school.	Sue Barrett (Breakfast Club & First Aid)
Year 3	Clare Flynn Maths, EVC Children's uni. Clubs and teams with CH	John Fretwell (Breakfast Club)
Year 4	Emma Ferguson MfL	Lisa Potter (First Aid)
Year 5	Clare Johnston Music and musical performance, choir, computing	Paula Mc Cormack
Year 6	Jessica Melia Geography	Donna Rosario (First Aid)
Extraneous (Sept – Nov only)	Lisa Haresnape KS2 lead TLR RE (PSHE) & History	Cover when needed

Position	Staff member	Roles and responsibilities
HLTA	Connor Millington	(Breakfast Club & First Aid) Administration of Medications Manager & PPA. Flexibility to cover leadership and management time.
HLTA	Karen Ryan	(Breakfast Club & First Aid) Attendance & PPA Flexibility to cover leadership and management time.
Admin Officer	Maureen Kelly	Budget, payroll, attendance, correspondence, Reception Staff Line manager, purchasing, SLA, all other admin, DPLO
Reception staff	Paula Dudley Janet Monaghan	Dinner admin, money collection, trips, banking, post, all other admin, Parental liaison
GA	Eileen Carney	Website Manager
Site Manager	Steve Conning	Site safety and management, Liaison with contractors, line manager to cleaners and all other site management tasks
Cleaners	Maureen Rusk, Pauline Spruin, Sue Jones & Zahinara Rahman	Cleaning throughout the school. Lunchtime supervisors – PS and ZR Breakfast Club – ZR
Sickness Absence: S LaHive and S Crompton		