

Poynton High School



STRATEGIC LEADERSHIP TEAM

ROLES & RESPONSIBILITIES

2026-27

“a collective responsibility to enable all to
stay true to our school’s vision and
values”

MATTHEW DEAN: HEADTEACHER

head@poyntonhigh.org.uk

Aim ... the vigorous pursuit of excellence and inclusion in every element of school life. Setting the highest expectations for all with a relentless focus on improving outcomes through an uncompromising drive and a highly ambitious vision for our future.

Specific Responsibilities:

- SLT Link: Science
- SLT SUPPORT LINK: Child protection & safeguarding
- Leadership of vision and school culture
- Leadership and strategic direction of the school
- Headteacher responsibilities to all staff, students & governors
- Headteacher statutory responsibilities
- Supporting & developing effective governance
- School improvement lead - Whole school self-evaluation & improvement planning
- Strategic financial planning & leadership of school estate
- Inspection readiness and accountability & Ofsted
- Staff recruitment & succession planning
- Staff safeguarding responsibilities
- Long-term sustainability planning
- Lead on marketing and promotion of the school
- Partnership working with our Trust, PDA, Cheshire East and other stakeholders
- Strategic leadership of improving staff welfare
- Policy development and review
- Head of Centre for external examinations
- Partnership working with trade unions

CATHERINE HOLYLAND: DEPUTY HEADTEACHER

(DHT: Behaviour, Standards and Safeguarding)

cholyland@poyntonhigh.org.uk

Aim...to provide professional leadership to ensure continuous improvement of our school in order to ensure the highest of academic standards and effective inclusion are achieved for all students and year teams.

Specific Responsibilities

- SLT LINK: English, Drama, Music, Year 10 & 11, KS4 Co-ordinators
- SLT SUPPORT LINK: Legh House
- Deputise for headteacher
- Standards achieved & progress of student groups
- Oversight of all year groups through their Directors of Learning
- Student welfare
- Strategic lead for our positive behaviour management strategy
- Leadership of rewards systems
- Strategic lead on transition and student recruitment
- Designated Safeguarding Lead
- Strategic lead of Alternative Provision, inc. G8Way
- Leadership over parents evenings
- Student admission & appeals
- Senior Mental Health Lead
- Monitoring teaching staff absence & managing absence policy (inc. authorising educational visits)
- Leadership of INSET Day Planning
- School Calendar and directed time
- Strategic leadership of digital technology
- Leadership of internal examinations

LESLEY ARCHER: DEPUTY HEADTEACHER

(DHT: Curriculum, Standards and quality improvement)

larcher@poyntonhigh.org.uk

Aim...to provide professional leadership to ensure continuous improvement of our school in order to ensure the highest of academic standards and effective inclusion are achieved for all students and subject teams.

Specific Responsibilities

- SLT LINK: Years 8 & 9, Maths, PE, KS3 Co-ordinators
- SLT SUPPORT LINK: House & Learning Support
- Deputise for headteacher
- Raising of standards achieved & ensuring progress of subjects
- Governance: Curriculum Focus
- Curriculum design & development inc. Integrated Curriculum Financial Planning
- Internal Quality Improvement Lead
- Strategic lead and development of Directors of Learning (Curriculum), Heads of Department and of their subjects
- Leadership of British Values curriculum
- Internal self-evaluation & improvement planning
- Leadership of the Performance Development (appraisal) programme
- Leadership of external examinations and BTEC QN
- Strategic leadership of the Ambitious Leadership CPD programme
- Leadership of work to ensure curriculum development from KS2 to KS3

WENDY RYDER: ASSISTANT HEADTEACHER

(AHT: Director of Attendance and Progress)

wryder@poyntonhigh.org.uk

Aim... to provide professional leadership to ensure the highest of standards are achieved throughout academically and in student attendance, with a particular focus on the attendance of disadvantaged groups.

Specific Responsibilities:

- SLT Link: Year 8&9, MFL Team
- SLT SUPPORT LINK: Davenport House
- Leadership of external and internal data analysis
- Leadership of analysis of standards (including CPD, mentoring and coaching)
- Leadership of external accountability, data measures and of results days
- Leadership, training and communication of examination and data analysis
- Leadership of reporting and recording
- Directed time monitoring inc. arrangements for part time staff
- Strategic lead over timetabling and staff deployment, inc. managing the [AbsenceRequest@](mailto:AbsenceRequest@poyntonhigh.org.uk) inbox for authorising planned absences.
- Lead on the Staff Wellbeing Charter and support for staff
- Year 9 Options process
- Provide high-quality data analysis to SLT, governors, and middle leaders to inform decision-making
- Strategic target-setting processes, and prior-attainment-based benchmarks for subjects and students.
- Strategic lead on Attendance (Senior Attendance Champion) inc. particular focus on closing attendance gaps

ANDY BENNETT: ASSISTANT HEADTEACHER

(AHT: Director of Sixth Form)

abennett@poyntonhigh.org.uk

Aim...to provide professional leadership to ensure continuous improvement of our school in order to ensure the highest of academic standards and inclusion are achieved for all students & subjects within our Sixth Form.

Specific Responsibilities:

- SLT LINK: Year 12 & 13 & Food, Product Design and Art teams
- SLT SUPPORT LINK: Newton House
- Lead the strategic development of the Sixth Form
- Ensure the effective working of the Sixth Form
- Lead links between the Sixth Form and the wider community
- Maximise student achievement and progress within the Sixth Form
- Lead and manage the Sixth Form team
- Lead and oversight of quality of T&L in Sixth Form
- Lead recruitment & retention of students in the Sixth Form
- Sixth Form self-evaluation & improvement planning
- Sixth Form student welfare
- Ensure effective Sixth Form transition
- Lead and develop Sixth Form networks
- Sixth Form related marketing strategies
- Lead, develop and establish Sixth Form open evening
- Oversight of careers programme
- Deputy Designated Safeguarding Lead
- Sixth Form raising achievement plans

SIMON HOYLE: ASSISTANT HEADTEACHER

(AHT: Director of Teaching, Learning and Research)

shoyle@poyntonhigh.org.uk

Aim...to provide professional leadership to ensure the highest standards of quality teaching and learning are achieved throughout our school, with a particular focus on effective learning for disadvantaged students.

Specific Responsibilities:

- SLT Link: History, Geography, Business & Sociology
- SLT Link: Year 10 & 11
- SLT Support Link: Vernon House
- Lead, develop and embed high quality teaching and learning strategies across the school, including remote learning and home learning with a focus on adaptive teaching
- Leadership of the Pupil Premium strategy
- Lead and establish a culture and system of peer to peer support for the development of high-quality teaching and learning, including through the development of a coaching model and wider CPD
- Lead research and enquiry across the school to support staff CPD, establish and embed a research culture across the school
- Lead the system for assessing the quality of teaching and learning across the school, building in appropriate support and celebration.
- Lead the establishment of research links beyond the school
- Lead the development of whole school literacy and the reading strategy
- Strategic lead over the Library
- ECT Induction Tutor
- Leadership of the whole school assessment strategy
- Support: Director of Learning for Teacher Education supporting ITE and ECT programmes

RHIAN DEMPSEY: ASSOCIATE ASSISTANT HEADTEACHER

(AAHT: Director of Personal Development, Student Engagement& Inclusion)

Aim....to provide professional leadership to ensure all Students are included and engaged and that they achieve and make progress across all year groups.

Specific Responsibilities:

- SLT Link: Religion, Meaning and Society team (RS & Personal Development)
- SLT Link: Year 7
- Strategic Lead for Personal Development
- Strategic Lead for Anti Bullying
- Leadership of the student participation, engagement and enrichment
- Parental engagement
- Student voice & satisfaction
- Lead on the Educate-Challenge-Empower Charter
- Deputy Designated Safeguarding Lead
- Leadership of the development of form time and the assembly curriculum
- Designated Teacher for looked after children
- Deputy PP Lead

STEPHEN KETTLE: ASSOCIATE ASSISTANT HEADTEACHER

(SENDCO)

skettle@poyntonhigh.org.uk

Aim ... to provide professional leadership to ensure all students with Special Educational Needs and/or Disabilities and other barriers to learning engage and achieve well.

Specific Responsibilities:

- SLT Link to Computing and as SEN Support link to all year groups
- Strategic lead for SEND & Learning Support
- Progress of SEND students and those with other barriers
- Ensuring effective transition to and from school of SEND students
- Lead on professional development for teaching and support staff to better support SEND students.
- Lead on access arrangements
- Liaison with the local authority, alternative providers, outside agencies and external professionals
- Leadership of support for EAL students
- Maintain an accurate SEND register and provision map.
- Ensure high-quality, evidence-based interventions and monitor their impact.
- Promote inclusive classroom practice and ensure full curriculum access for all students
- Lead the identification and assessment of SEND needs
- Act as a key point of contact for parents, ensuring clear communication about progress and support.

Additional Key Leaders in the School Central Team

Jodi Horobin – Head of Pastoral

To operationally manage the team of Heads of Year on a day-to-day basis. To ensure high standards of behaviour, welfare, and inclusion, while driving consistency and excellence across the pastoral team. The postholder will support the Directors of Learning for year groups with the day-to-day pastoral operations, and design systems that strengthen the school's pastoral provision.

Hayley Blackwell – School Business Manager

To provide business leadership and management and administrative support, to ensure best value on the successful and effective operation of the school. Responsible for the business function of the school, principally through leading and advising on matters relating to premises, catering, cleaning, school transport, health and safety and administration.