



Largs Academy SMT Remits 2019-2020

	Head Teacher: Mr J Doherty	Depute HT: Mr C Frew	Depute HT: Mrs H McClelland	Depute HT: Mr B Wilson
School Ethos	Promotion of school values, vision and aims whilst ensuring the effective and efficient running of the school on a day to day basis			
Year Group Responsibility	Contact will all year groups: Monitor attendance, behaviour and progress	S2 & S5	S3 & S6	S1 & S4
Faculty Links	Expressive Arts Technologies (HE & Technical)	Health & Wellbeing (RoA) Pastoral and Pupil Support	English, Drama & Literacy (RoA) Modern Languages & RMPS Social Subjects & Library	Maths & Numeracy (RoA) Science Enterprise and IT
Additional Staff Responsibility	SMT Leadership, Staff Welfare	DYW: L Griffiths	Learning & Teaching: L Cozens Achievement & Curric: E Newton	Data Coach: M Trainer Raising Attainment: G Paterson
Strategic Planning & Policy	Strategic Planning & Direction School Improvement Planning Standards and Quality Report Attainment and Achievement GTC Standards & Professionalism Staffing & Recruitment, including staff disciplinary procedures & absence monitoring	Promoting Positive Relationships Policy (includes Nurture, Restorative Practices) Mental Health Anti-bullying (Respect for All) Attendance Policy GIRFEC & Child Protection Developing the Young Workforce Transitions – Primary/Secondary & Leaver Destinations	Learning and Teaching Policy SQA Presentation Policy and Internal Exams Strategic Leadership Policy Professional Learning & PRD Student Teachers & NQTs Self-Evaluation Policy Celebrating Success/Prize Giving Recognising Wider Achievement Pupil Voice	Raising Attainment Policy Curriculum Rationale & Design School Timetable & Options Programme S3 Profiles Pupil Equity Fund Health & Safety Pupil Leadership
School Management	School Budget & School Fund School Charities Digital Learning Communication & School Image School Calendar Assembly Programme School Handbook Staff Planners Medical Exams & Immunisations Homework & SMHW School Premise & Facilities Staff Supervision Rota	TAC Meetings Schedule House Identity Parental Engagement and Family Learning Rights Respecting Schools UCAS & College Applications Care Experienced and Looked After LGBTI+ Young Carers YPI EMA ASN Transport	SQA Co-ordinator End of Term Arrangements	Tracking, Monitoring & Reporting Insight & Data Analysis Standardised Assessments Staff Absence Cover School Transport Off-site Activities Extra-Curricular Planner PALs programme, Supported Study and Easter School
Liaison with other Agencies & Personnel	Cluster Liaison Parent Council Liaison Unions (including Working Time Agreement) Chaplaincy Team	Area Inclusion Worker School Counsellor SDS Advisor School Nurse Youth Worker Educational Psychologist Campus Police Officer Family Learning Worker	SQA	College Liaison NAC Health and Safety

