

Parents' Handbook



**Management
Information**

SENIOR SCHOOL MANAGEMENT

The Governing Body

Mr. Mark Spofforth is Acting Chairman of the Governing Body, first created by the Sisters of Sion in the early 1980s, to be responsible for the management of Our Lady of Sion School. There are currently eleven Governors, four of whom are Sisters of Sion. The remainder are drawn from a range of backgrounds, making available to the school invaluable expertise in many key areas.

The Senior Management Team

The Senior Management Team comprises the Headmaster, the Bursar and the Deputy Heads of both the Junior and Senior Schools. The SMT meets regularly and is responsible for development planning and the implementation of policy.

The Senior School Advisory Group

In the Senior School the Headmaster also consults with the Senior School Advisory Group, which meets regularly to discuss a wide range of issues. The SSAG comprises:

Mr. Scullion

Mrs. Starkey, Deputy Head (and in charge of pastoral care)

Mr. Hoarty, Senior Teacher (Timetabling)

Mr. Tilley, Senior Teacher (Head of Sixth Form)

Mrs. Whitchurch, Senior Teacher (Director of Studies)

CURRICULUM & PASTORAL MANAGEMENT

Curriculum Management

The different departments within the senior school are grouped together within faculties to facilitate monitoring of the curriculum and its development. All Heads of Faculty hold regular meetings with the departments within their areas and are members of the Curriculum Review Group, chaired by the Director of Studies. There are six faculties, as follows:

- Humanities
- Expressive & Creative Arts
- Languages
- Mathematics (including Business Studies & ICT)
- Science & Technology
- English

Pastoral Management

The Deputy Head is in charge of pastoral care and works closely with the Form Teachers and Year Co-ordinators.

STUDENT PARTICIPATION

We pride ourselves on being a family school and also one with a special sense of community. This means that we encourage all pupils to become involved in the running of the school, particularly the senior students.

Heads of School

All students in Year 12 are invited to apply to be considered for the positions of Heads of School. Candidates are short-listed by a ballot and final selection is by interview.

School Officials

Other positions of responsibility are:

- House Captains
- Games Captains
- Charity Prefects
- Public Relations Prefects
- Debating Society President & Vice-President
- School Magazine Editorial Team

The School Council

Each form nominates a representative to sit on this committee with senior staff, to discuss all general matters of pupils' welfare and any concerns raised by the student body.

Year 11 and Year 12 Duties

All students in these year groups are given weekly duties, to assist staff in the smooth running of the school on a daily basis.