



VIKING ACADEMY TRUST Staff Structure 2017/2018

	Chilton	Ramsgate Arts	Upton
Executive Headteacher	Michaela Lewis		
Heads of School	Kate Law	Nick Budge	Darci Arthur
Deputy Head/s	Natalie Barrow	Hanna Beech	Dave Walker
Assistant Head/s	Hannah Cheshire	N/A	Caroline Blunden
Leader of Learning/HoY	Gemma Scarr, Natalie Barrow & Hannah Cheshire	N/A	Fran Hare-Winton Y3, Caroline Blunden Y4, Nicola Sedgewick Y5, Athanasia Papa-Adams Y6
SENCO	Emily Hughes		
Chief Financial Officer	Traysi-Jayne Higgin		
Chief Operations Officer	Cheryl Southern (Interim) Lisa Burke (maternity leave)		
Finance	Lisa Aherne	TBC	Debbie Daley
Admin	Julie Horton		Theresa Hailey
Receptionist / Secretary	Sarah Hickman & Sara Prior	Mary Brown	Laura Crompton
Resource room and admin support	Janice Barnett	N/A	Lisa Barratt & Charlotte Higgins
Head of Computing & Assessment	Jamie Jackson		
ICT	SNS: Harvie & Steve		
Premises	Colin Gillies, Tony Oliver	Colin Brown	Stephen Denny & Mark Strand
Catering	Principals	Principals	Caterlink



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Ramsgate Arts

Upton

Leader of Learning/Head of Year

Reception	Hannah Cheshire	Sophie Spurrier		
Year 1		Sally Smart		
Year 2	Natalie Barrow	Alice Rees-Boughton		
Year 3		Andrew Beraet	Fran Hare-Winton	
Year 4		Kiki Amin	Caroline Blunden	
Year 5	Gemma Scarr	Stephen Todd, Jon Williams	Nicola Sedgewick	
Year 6			Athanasia Papa-Adams	

Education Support Staff Line Manager	Natalie Barrow, Hannah Cheshire & Leaders of Learning	Nick Budge, Hanna Beech	Dave Walker & AHTS/HoY	
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Upton

Curriculum

Foundation Stage	Hannah Cheshire	Sophie Spurrier		
Read Write Inc	Hannah Cheshire	Sophie Spurrier	L4L Team: FHW lead	
English	Gemma Scarr (W+PaG) Hannah Cheshire (R & S)	Nick Budge/Alice Rees- Boughton	L4L Team: Dave Walker, Fran Hare-Winton, Athanasia Pap- Adams, Nicola Sedgewick, Nikki Lewis	
Accelerated Reader		Nick Budge	NA	
AR Vocabulary		Nick Budge		
Handwriting	Vicki Jordan	Nick Budge	Fran Hare-Winton	
Reading for pleasure	Hannah Cheshire	Nick Budge	L4L	
Maths	Amy Lane	Nick Budge/Andrew Beraet	Logic Led: Hayden Stevens, Dylan Price, Ashley Povey, Paul Coleman; Polly Cooke; Kelly Edwards	
Science	Claire Cousins	Nick Budge	HBHM: Caroline Blunden lead	
ICT	Jamie Jackson	Jamie Jackson / Nick Budge	Jamie Jackson / Logic Led Team	
RE	Emily Davey	Nick Budge	HBHM: Caroline Blunden lead	
History and geography	Carol Isaac	Nick Budge	Creative Cats: Corinne Hayes Lead	
Music	Graham Redwood		Pete Langridge (CC Team)	
Art	Sophie Barlow / Michael Pile	Mike Brown	Lynne Walton (CC Team)	
DT		Nick Budge	Lynne Walton (CC Team)	



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PE	David Wheeler	Jenny Horrigan/Nick Budge	Scott Tift Lead		
PSHCE	Vicki Jordan	Nick Budge	Caroline Blunden (HMHB)		
IPC	Carol Isaac	Nick Budge	Corinne Hayes (CC Team)		
Well-Being & Involvement	Michaela Gale and Emily Davey	Nick Budge	Athanasia Papa-Adams		
MFL	Alex McAuley	Nick Budge	L4L team		
Animals in school	n/a	n/a	n/a		



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Ramsgate Arts

Upton

Pupil support, assessment and attendance

EAL	Kate Law	Nick Budge	Darci Arthur
SEN	Emily Hughes		
GT	Natalie Barrow, Hannah Cheshire & Leaders of Learning	Nick Budge	Hub Leaders
Extended schools	David Wheeler	Nick Budge	Lisa Burke; HoS
Safeguarding /Child Protection (DSL)	Kate Law	Nick Budge	Darci Arthur
Assessment	Emily Hughes (Trust-wide)		
Booster provision and tutorials	Jamie Jackson Leader + Heads of School		
Management of TA led interventions	Gemma Scarr	Nick Budge	Fran Hare-Winton, Caroline Blunden, Nicola Sedgewick, Athanasia Papa-Adams
Management of pupil led interventions	Emily Hughes + LoL	Emily Hughes + Nick Budge	Emily Hughes + AHT, HoY
Attendance	Leader of Learning	Nick Budge	HoY
Behaviour (monitoring of points)	Julie Horton, Kate Law	Nick Budge, Mary Brown	Darci Arthur, Laura Crompton
Anti-bullying (promotion)	Kate Law	Nick Budge	Darci Arthur
Anti-bullying (response)	Kate Law / Michaela Lewis	Nick Budge / Michaela Lewis	Darci Arthur / Michaela Lewis
Restraint (monitoring of forms)	Kate Law / Michaela Lewis	Nick Budge / Michaela Lewis	Darci Arthur / Michaela Lewis
Racist incidents	Kate Law	Nick Budge	Darci Arthur



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Ramsgate Arts

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Community

Pupil voice	Hannah Cheshire	Hanna Beech	Caroline Blunden (HMHB)	
Newsletter	Kate Law	Nick Budge	Theresa Hailey	
Parental workshops	Hannah Cheshire, Natalie Barrow	Nick Budge	Hub leaders and HoS	
Students	Nicki Wright, Emily Davey	Hanna Beech	Lauren Watmough/Isobel Reed	
Volunteers	Hannah Cheshire	Hanna Beech, Mary Brown	Lauren Watmough/Isobel Reed	



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Ramsgate Arts

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Premises, admin, catering, finance, HR, ICT

Health and safety	Colin Gillies, Tony Oliver	Colin Brown	Stephen Denny	
Risk assessments (premises)	Colin Gillies, Tony Oliver	Colin Brown/Nick Budge	Stephen Denny	
First aid training compliance	Cheryl Southern	Cheryl Southern	Clare Winter	
Fire awareness compliance	Cheryl Southern			
Risk assessments (school trips)	Kate Law	Nick Budge	Sharon Ballen	
Premises (devolved capital)	Traysi-Jayne Higgin			
Finance monitoring etc	Traysi-Jayne Higgin			
Authorised signatories	Traysi-Jayne Higgin			
Catering team management	Traysi-Jayne Higgin			
Admin team management	Finance Officers: Traysi-Jayne Higgin / Office Teams: Lisa Burke			
Fire drills	Cheryl Southern		Stephen Denny	
Recruitment	Leadership: ML & HoS, Admin & Premises: CS & HoS, T&L: HoS	Leadership: ML & HoS, Admin & Premises: VS & HoS, T&L: HoS	Leadership: ML & HoS, Admin & Premises: LB & HoS, T&L: HoS	
Monitoring the quality of playground supervision	Natalie Barrow	Hanna Beech	Dave Walker	
CPD	Kate Law	Nick Budge	Darci Arthur, Dave Walker	



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Safeguarding lead (non CP)	Kate Law	Nick Budge	Darci Arthur	
HR	Cheryl Southern		Clare Winter	
NQT lead	Emily Davey	Hanna Beech	Isobel Reed & Lauren Watmough	
Timetables	HC, NB, GS	Nick Budge	Darci Arthur	
BROMCOM administrator	Jamie Jackson	Jamie Jackson	Jamie Jackson	
Website (Viking)	Michaela Lewis			
Websites	Jamie Jackson & HoS	Jamie Jackson & HoS	Jamie Jackson & HoS	
Weekly Bulletin	Kate Law	Nick Budge	Darci Arthur	
Termly Bulletin	Michaela Lewis			



