

Kirkcaldy High School

Management Structure June 2024



Permanent Leadership Structure - Kirkcaldy High School: June 2024

SLT/ Faculty/ Support Posts / PT1	Notes	FTE*	TEACH**	Whole School Remit
Head Teacher	See SLT Remits	5	3	HGIOS4 1.3: Leadership of Change
Depute HT	See SLT Remits	3	6	HGIOS4 2.3: Learning, Teaching and Assessment
Depute HT	See SLT Remits	3	6	HGIOS4 2.2: Curriculum
Depute HT	See SLT Remits	2	6	HGIOS4 2.4 / 3.1: Personalised Support / Improving Wellbeing, Equality and Inclusion
Depute HT	See SLT Remits	3	6	HGIOS4 2.7: Partnership, Outdoor Ed, HWB
Depute HT	See SLT Remits	1	6	HGIOS4 3.2: Raising Attainment and Achievement
PTC English	English, Media	8.8	19	Literacy
PTC Mathematics	Mathematics, Applications of Mathematics	8	19	Timetable (HGIOS 2.2) / Numeracy
PTC DET	Engineering Science, Design & Manufacturing, Graphic Communication	5.3	19	Progress and Tracking – analysis lead (HGIOS 3.2)
PTC Science	Biology, Chemistry, Physics	9.6	19	g
PTC Social Subjects	Geography, History, Modern Studies, Environmental Science, Citizenship	7.4	19	Curriculum – Senior Phase lead and SCQF partnership manager (HGIOS 2.2)
PTC Humanities	French, Spanish, Classical Studies, Latin, Core Religious Education, RMPS	6.6	19	Learning, Teaching and assessment Lead (HGIOS 2.3)
PTC Business & Computing	Business Management, Administration & IT, Accounting, Computing Science	5	19	Learning, Teaching and Assessment – PTC link and lead (HGIOS 1.2)
PTC Expressive Arts	Art, Music & Drama	8.2	19	Positive relationships policy and practice (HGIOS 3.1)
PTC Health & Wellbeing	Physical Education, Hospitality, Practical Cookery, Cake Craft	8	19	H&W lead (HGIOS 3.1)
PTC Supported Learning	Targeted Support, Additional Support Needs & Restorative Support services. Caseload: 50 pupils approx. Named person, attendance, attainment, behaviour, curriculum, family engagement.	6	19	Wider Achievement
PT Supported Learning (DAS)	Working with targeted groups of pupils P7-S6 to develop skills for work.	0	24	Primary Transition
PTC Guidance (Oswald)	Overview and Line management of Guidance team, Caseload (230); Delivery of SE. Limited or no subject role. Child Protection, PEF, DIP/SQIP, Chair of PLAN/Faculty, Weekly Circulars, Calendars, LAC, Budget/Orders, Other duties associated with PTC role	5	12	DPCP Attendance
PT Guidance (Adam Smith)	Caseload (230); Delivery of SE. Limited or no subject role. Child Protection, P7 Transition, Social Education: S2, Twitter	0	12	DPCP Attainment
PT Guidance (Adam Smith)	Caseload (230); Delivery of SE. Limited or no subject role. 16+, Social Education: S4, UCAS link, Young Carers, BRAKE walk	0	12	Ethos
PT Guidance (Carlyle)	Caseload (230); Delivery of SE. Limited or no subject role. Attendance, Social Education: S3, Safe Drive, Stay Alive(S5) / New to the Road (S6)	0	12	Partnerships
PT Guidance (Carlyle)	Caseload (230); Delivery of SE. Limited or no subject role. Child Protection, Senior Social Education, Social Education: S1, LGBT	0	12	DPCP Wellbeing
PT Guidance (Oswald)	Caseload (230); Delivery of SE. Limited or no subject role. Mental Health, Chair of PLAN / Faculty (with AF), Weekly Circular (with AF)	0	12	DPCP Transitions: post-school & stage-to-stage
PT Literacy (English)		0	25	Literacy across the Curriculum
PT Numeracy (Maths)		0	25	Numeracy across the Curriculum
PT STEM (Science)		0	25	STEM
PT DET and SCP		0	25	School College Partnership
PT2 Music (Expressive Arts)		0	25	Whole school concerts / events

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PT Social Subjects and Ethos		0	25	Ethos – Rights and Citizenship
PT HWB - HE		0	25	
PT Humanities and Skills		0	25	Skills Framework
PT Digital learning (Business and Computing)		0	25	SEEMiS / Reports / Digital Schools
PT2 Raising Attainment (PEF)		0	24	Closing the Gap interventions S3/4
PT2 Guidance	N/A	0	24	N/A

* FTE relates to the number of staff line managed by the PT and does not include the PT. This is subject to the staffing of each faculty/pastoral area.

** relates to maximum period of teaching (based on 33 period week)