

**Vernon Primary School**  
**Areas of Responsibility**



Area	Member of staff
Headteacher	Jo Carvell
Deputy Headteacher	Sarah Kiely
Assistant Headteachers	Stella McNeil & Sarah Tootell
Early Years Foundation Stage Leader	Penny Brammar
Phase Leader (Years 1, 2 and 3)	Sarah Tootell
Phase Leader (Years 4, 5 and 6)	Zoe Wildig
Business Manager	Louise Currall
Pastoral Manager	Karen Wood
SENDCo	Sarah Kiely
Deputy SENDCo	Kerry Walmsley
Designated Safeguarding Lead	Karen Wood
Designated Safeguarding Deputies	Jo Carvell, Kerry Walmsley
Assessment Coordinator	Claire Kitchen
Online Safety	Karen Wood & Kelly Watson
Looked After Children	Kerry Walmsley
Finance Officer	Wendy Beresford
Administration Team	Louise Quirk & Lorraine Noble
Site Manager	Chris Christoforou
Site Maintenance Officer	Keith Hadfield
Safeguarding and Wellbeing Group	Karen Wood
Mental Health Lead	Karen Wood
Disadvantaged Team	Claire Kitchen, Jo Carvell, Kerry Walmsley, Karen Wood, Julie Evans
Attendance	Kerry Walmsley
Study work & Displays	Eve Worthington
Educational Visits	Debbie Wilson
School Council	Laura Hough
Eco Team	Eve Worthington
British Values	Laura Hough
Students	Debbie Wilson
Fundraising Events	Koulla Andreou & Louise Currall
Publicity & Photographs of events	Lauren Mowat
Website	Stella McNeil & Office team
Newsletter Coordinator	Office team