**Roles in schools**

* **Headteacher** – responsible for the leadership and management of the school, its staff, its pupils and the education they receive.
* **Deputy headteacher** – responsible for managing the school in the absence of the headteacher. In some schools, deputy headteachers have a teaching commitment and are responsible for a class. In large primary schools, they may have a reduced teaching commitment with no overall class responsibility.
* **Assistant headteacher** – supports the head and deputy head with the management of the school, usually only in larger primary schools.
* **Early years coordinator** – responsible for children in the foundation stage and leading the team of foundation teachers, nursery nurses and teaching assistants.
* **Key stage coordinator** – employed to lead and manage either key stage 1 or 2. They usually also have a class teaching commitment.
* **Special educational needs coordinator (SENCO)** – responsible for the day-to-day provision for pupils with special educational needs (SEN), including the implementation of the SEN code of practice.
* **Subject leaders and curriculum coordinators** – responsible for the leadership and management of a particular curriculum subject; classroom teachers may have responsibility for a curriculum area as part of their normal duties.
* **Classroom teachers** – plan, prepare and deliver lessons to meet the needs of all pupils, setting and marking work and recording pupil development as necessary. Often work in partnership with teaching assistants.
* **Supply teacher** – substitute/temporary teachers are usually employed by a supply agency or local authority to take classes when teachers are in training or absent due to sickness.

**Support staff in the classroom**

* Special support assistant or teaching assistant
* Learning mentors

**Other staff in the school**

* Bursar or senior administrator (responsible for finance and office management)
* Site manager or caretaker
* Librarian

**School governors**

Governors work in close partnership with the headteacher to determine the strategic direction of the school. Representatives include parents, teachers, support staff, local authority, members of the local community, and members of the foundation (the church authority, voluntary trust or organisation that set up the school).