








H A M W I C T R U S T

Managed Service Team Tel: 023 8078 6833

| Name | Title | Contact | Main Responsibilities |
|---|---|--|--|
|  Robert Farmer | CEO | Robert.farmer@hamwic.org 07595 046754 | CEO Overall responsibility for the Hamwic Trust, JET and EJT |
|  Gary Hampton | Director of Learning Executive Head Teaching school | Gary.hampton@hamwic.org 07595 426425 | HJ / Harefield Executive Head Lead of the Hamwic Teaching School Alliance |
|  Nigel Ash | Director of Standards | Nigel.ash@hamwic.org 07712 088687 | Standards and monitoring for all schools within the Trust |
|  Gemma Malone | Director of Operations | Gemma.malone@hamwic.org 07799 902971 | Academy Conversions Company Secretary Overall policies and procedures – all Trusts Overall HR/CPD – all Trusts Internal audit Line manager for central services |

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|---|---------------------------------------|---|--|
| <p>Christine Bulmer</p>  | <p>School Improvement Officer</p> | <p>Chris.bulmer@hamwic.org</p> <p>07990 023150</p> | <p>Standards School Improvement Work Governor Training</p> |
| <p>Sean Preston</p>  | <p>Company Accountant</p> | <p>Sean.preston@hamwic.org</p> <p>07467 940665</p> | <p>Finance – all aspects / all Trusts Account preparation Audit (internal and external) Budgeting Systems DfE returns Finance training Finance Support to schools including management accounts, year end and budgeting Central services budgeting</p> |
| <p>Nikki Thorne</p>  | <p>Health and Safety / Premises –</p> | <p>Nikki.thorne@hamwic.org</p> <p>07889 602896</p> | <p>Health and safety policies and procedures Health and safety audit Capital bids Premises overview and contact</p> |

H A M W I C T R U S T

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| <p>Bev Collins</p>  | <p>HR Business Manager</p> | <p>Beverley.collins@hamwic.org</p> <p>07711 371381</p> | <p>HR support HR policies and procedures</p> |
| | <p>Student Services Officer</p> | <p>VACANCY</p> | <p>Student services coordinator – Student support, Family support EWO, Ed Psych, SW, SALSA – JET & EJT</p> |
| <p>Jai Solanki</p>  | <p>IT Network Manager</p> | <p>Jai.solanki@hamwic.org</p> <p>07467 220886</p> | <p>IT infrastructure IT problems Broadband and connectivity Computers and mobiles</p> |
| <p>Jamie Smith</p>  | <p>Business Assistant</p> | <p>Jamie.smith@cs.hamwic.org</p> <p>07467 956416</p> | <p>Support to central services and all schools</p> |

H A M W I C T R U S T

VISION STATEMENT – Managed Services

“We enable educators to achieve high standards by providing a highly efficient, professional, responsive (flexible) and innovative service covering key business areas including finance, IT, HR and facilities management.

We are a learning organisation committed to developing and retaining outstanding people”.

Customer Service Charter

The Hamwic Trust Managed services primary function is to support teaching & learning within the trust. It is committed to maintaining and improving its delivery of the highest standards of customer service. This will be achieved by following the customer Service Policy.

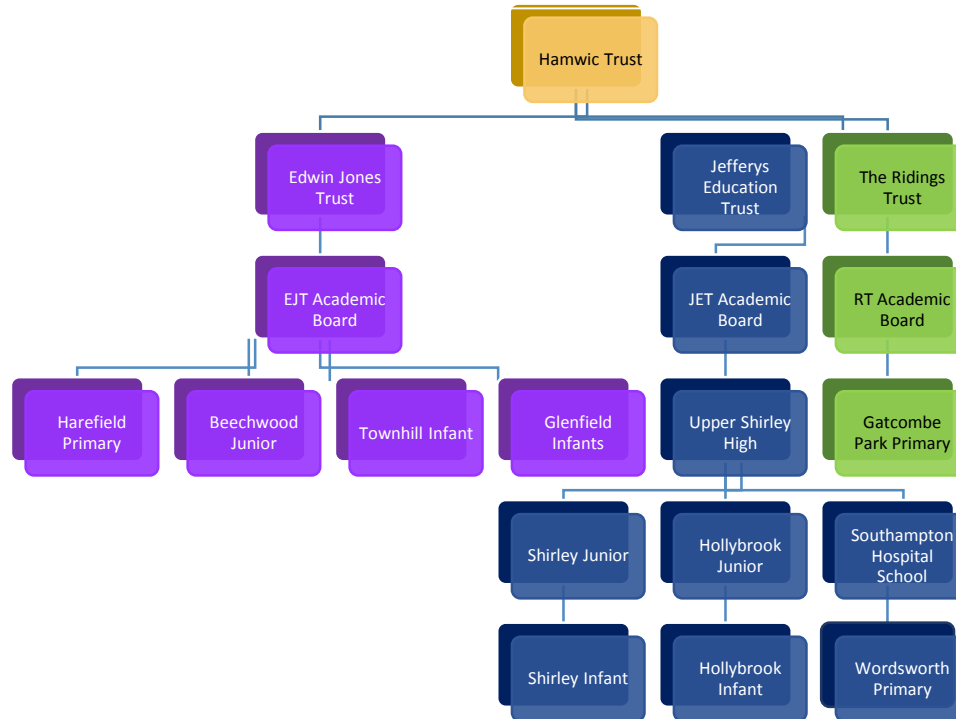
Our Commitment to You

- We will seek to ensure that all enquiries are handled with courtesy and with the minimum delay possible, and offer professional customer service and support at all times.
- We will be polite, helpful, open and honest in all our dealings with other members of the JET and with members of the public.
- We will treat all visitors with respect and courtesy.
- We will incorporate the principal of equal treatment into all aspects of service delivery.
- We will follow the confidentiality policy at all times to ensure no breaches of confidentiality occur.
- We welcome and encourage customer feedback on our services and the manner in which they are provided.
- We will handle complaints about standards of service received or decisions made in a fair, transparent and professional manner.



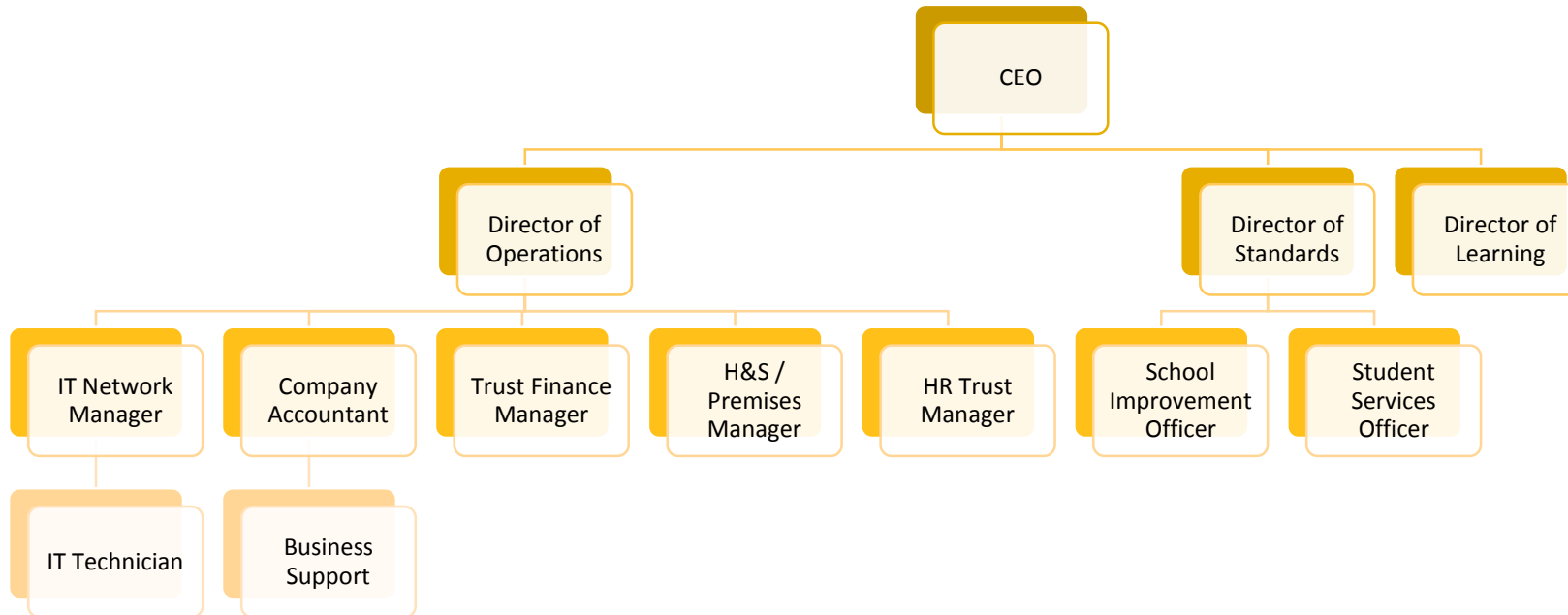
H A M W I C T R U S T

MAT Structure



H A M W I C T R U S T

Central Service Structure



H A M W I C T R U S T

Board Structures

Hamwic Trust

| Name | Role |
|----------------|-----------------------------------|
| Nigel Poole | Chair of Hamwic Board |
| Robert Farmer | CEO |
| Susan Rafter | Chair of Edwin Jones Trust |
| Alice Wrighton | Chair of Jefferys Education Trust |
| Paul Nugent | Director |
| Peter Gould | Director |



H A M W I C T R U S T

Jefferys Education Trust

| Name | Role |
|----------------|--|
| Alice Wrighton | Chair of Board |
| Robert Farmer | CEO |
| Stuart Woods | Head Teacher, Upper Shirley High |
| Hazel Hayter | Executive Head Teacher, Shirley Infant and Shirley Junior School |
| Jane Wood | Head Teacher, Hollybrook Infant School |
| Peter Gould | Chair of Governors, Shirley Infant School |
| Andy Hyett | Chair of Governors, Upper Shirley High School |
| Jennifer Jones | Chair of Governors. Hollybrook Infant School |
| Natalie Rogers | Director |
| Carolyn Fayle | Chair of Governors, Shirley Junior School |
| Karen Hayes | Director |
| Nigel Reichelt | Chair of Governors. Hollybrook Junior School |
| Julie Reynolds | Chair of Governors, Southampton Hospital School |

JET VISION

“The Jefferys Education Trust is passionate about the central role of education in improving individual life chances for children and young people. We bring professional expertise and experience to secure the highest possible achievement for all; we believe in a local education with national and international perspectives.”

We will maintain a strong sense of excitement in this developing education landscape and we will continue to build upon the successes of the Jefferys Education Trust, therefore meeting the needs of our local community.”



H A M W I C T R U S T

Edwin Jones Trust

| Name | Role |
|-----------------|---------------------------------------|
| Susan Rafter | Chair of Board |
| Robert Farmer | CEO |
| Gary Hampton | Director of Learning |
| Sue Rees | Head Teacher, Beechwood Juniors |
| Beverley Corbin | Head Teacher, Townhill Infants |
| Valerie King | Director |
| Ronald Taylor | Director |
| Steve Preston | Director |
| Steve Joyce | Chair of Governors, Glenfield Infants |

EJT Vision

***“The vision for the Edwin Jones Trust is for schools, Head teachers and governing bodies to take a collective responsibility for education in their local community. The schools work together across the Trust improving standards and practice, developing the curriculum and identifying strengths.*”**

We share a commitment to making a positive difference to our children and their families through a nurturing, caring ethos and raising aspirations within our community. We bring professional expertise and experience to secure the highest possible achievement for all. All aspects of our work will have a clear focus on improvement in the skills of our pupils, staff and community on sustaining measurable impact.”

Our aim is to continue to develop our united learning community through a network of leaders and practitioners committed to sharing successful practice. We think and work differently and use new opportunities to ensure all learners remain at the heart of education. We aim to develop passionate life-long learners who are able to make a positive contribution to society.”



H A M W I C T R U S T

For those schools without a Local Governing Body:

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|--|--|
| In the case of a compliment, complaint or concern: | Please contact Gemma Malone, Director of Operations in the first instance. If the complaint is a formal complaint, please put the complaint in writing F.A.O. Robert Farmer, CEO |
| Standards and Monitoring / Safeguarding | Please contact Nigel Ash, Director of Standards |
| Teaching School | Please contact Gary Hampton, Director of Learning |
| HR Queries | Please contact Gemma Malone, Director of Operations |

Central Services Office

c/o Hollybrook Junior School

Seagarth Lane

Shirley

Southampton

SO16 6RL

Tel: 023 8078 6833

www.hamwic.org



H A M W I C T R U S T

JEFFERYS EDUCATION TRUST School Leaders

| <i>School</i> | <i>Head Teacher</i> |
|-----------------------------|---|
| Upper Shirley High | Stuart Woods |
| Shirley Junior School | Hazel Hayter (Executive Head) Annette Hixon (Head of School) |
| Shirley Infant School | Hazel Hayter (Executive Head) Cate Gregory (Head of School) |
| Hollybrook Junior School | Gary Hampton (Executive Head) Yvonne Scott (Head of School) |
| Hollybrook Infant School | Jane Wood |
| Southampton Hospital School | Liz Stuttle |
| Wordsworth Primary School | Rick Page (Interim Head Teacher) |

H A M W I C T R U S T

EDWIN JONES TRUST School Leaders

| <i>School</i> | <i>Head Teacher</i> |
|--------------------------|---|
| Harefield Primary School | Gary Hampton (Executive Head) Alison Rhodes (Head of School) |
| Beechwood Junior School | Sue Rees |
| Townhill Infant School | Beverley Corbin |
| Glenfield Infant School | Joanne Dorricott Elizabeth Carrie |