



## 2.3 SUPPORT STAFF LIST 2023/2024

**Mr Graeme Miles**

**Director of Finance and Operations**

### **ESTATE & SERVICES**

Mr Richard Moses

Assistant Bursar, Estate & Services

### **ACCOUNTS**

Mrs Kirsty Howson BA (Hons) FCCA

Miss Emma Bell

Mrs Katharine Wells

Mrs Sally Franklin

Assistant Bursar, Finance

Sales Ledger Administrator

Purchase Ledger Administrator

Payroll Administrator

### **CATERING**

Mr Alan Pierce

Mrs Lynn Wood

Chef Manager

Catering & Events Assistant

### **DATA MANAGEMENT**

Mr Richard Shepherd

Data Systems Manager

### **EXAMINATIONS**

Mrs Gabby Mills

Examinations Officer

### **HOUSEKEEPING**

Mrs Sarah Smart

Housekeeping Manager

### **IT**

Mr Tim Osborne

Mr Kevin Pethick

Mr Alex Sioufi

Network Manager

Senior IT Technician

IT Technician

### **LRC**

Ms Yve Akehurst

Head of LRC

### **MARKETING/ADMISSIONS**

Mrs Jenna Fleming

Mrs N McGrory

Miss Rosie McEvoy

Miss Holly Adams

Head of Events & Offterm

Events Officer

UK & International Admissions Officer

Design and Communications Officer

Miss Chloe Shilton

Admissions Assistant

**MEDICAL**

Mrs Liz Hall

Nurse

Mrs Liz Bingham

School Counsellor

**SECRETARIAL**

Miss Anna Hooper

PA to the Head

Mrs Deborah Gunn

PA to the Head of Prep School

Miss Beth Burrage

Secretary/Receptionist

Ms Sarah Shread

Administration Assistant

Mrs Denise Russell

Secretary/Receptionist

Mrs Carolyn Thornton

Secretary/Receptionist

**HUMAN RESOURCES**

Mrs Claire Morley

Human Resources Administrator

**TRANSPORT**

Mrs Sarah Smart

Transport Manager