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# 2.3 SUPPORT STAFF LIST 2024/2025

**ACCOUNTS**

Mrs Karen Preston ACCA Director of Finance and Operations

Mrs Kirsty Howson BA (Hons) FCCA Assistant Bursar, Finance

Miss Emma Bell Sales Ledger Administrator

Mrs Katharine Wells Purchase Ledger Administrator

Mrs Sally Franklin Payroll Administrator

**CATERING**

Mr Alan Pierce Chef Manager

Mrs Lynn Wood Catering & Events Assistant

**DATA MANAGEMENT**

Mr Richard Shepherd Data Systems Manager

**ESTATE & SERVICES**

Mr Richard Moses Assistant Bursar, Estate & Services

**EXAMINATIONS**

Mrs Gabby Mills Examinations Officer

**HOUSEKEEPING**

Mrs Sarah Smart Housekeeping Manager

**Human Resources**

Mrs Claire Morley ACIPD HR & Recruitment Officer

**IT**

Mr Tim Osborne Network Manager

Mr Kevin Pethick Senior IT Technician

Mr Alex Sioufi IT Technician

**LRC**

Ms Yve Akehurst Head of LRC

**MARKETING/ADMISSIONS**

Mrs Anne Pithie Director of Marketing and Communications

Ms Bridget McGrath Digital Marketing Officer

Mrs Natasha McGrory Events Officer

Miss Rosie McEvoy UK & International Admissions Officer

Miss Mia Arditi Admissions Assistant

**MEDICAL**

Mrs Liz Hall Nurse

TBC 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

Mrs Sarah Shread Secretary/Receptionist/TA

Mrs Denise Russell Secretary/Receptionist

Mrs Carolyn Thornton Secretary/Receptionist

**TRANSPORT**

Mrs Sarah Smart Housekeeping and Transport Manager

Mr Nick Simmons Fleet Co-Ordinator