



Governance, Leadership and Management

London Steiner School is the trading name of The Waldorf School of South West London. This is a company limited by guarantee registered at Companies House under number 797323 and is the legal entity which is running the School. The governing document is the memorandum and articles of association.

The company is registered with the Charity Commission as a charity under number 289801.

These provide the legal framework for the practice and development of Steiner Education within our School.

The Trustees

The Trustees of the School are the legal directors of the company and as such hold the legal and financial responsibility for all aspects of the School including the responsibility to ensure that the Independent School Standards are met. They are also responsible for setting the strategic direction of the school and for enabling an effective educational and administrative management team to deliver it. Their job is to create robust accountability, oversight and assurance in terms of the education and finance of London Steiner School. Trusteeship is a voluntary unpaid position.

The Trustees are:

Dr. Sue Peat, a senior medical consultant at Kings College Hospital.

Angela Clark, an experienced Steiner teacher.

Aristides Bernard-Grau, a member of the alumni of the school.

The Trustees have a deep knowledge of and a commitment to Steiner Waldorf Education and are members of the School Management Group. At least twice a term they meet with the College of Teachers and once a term with the Faculty of Teachers. Each of the Trustees has specific responsibilities as required under the statutory regulations.

College of Teachers

As in some other Steiner Waldorf schools, there is no head teacher. The College of Teachers is a group of members of staff who are delegated to hold responsibility for the spiritual and physical well-being of the pupils and the educational direction of the School. It works in a collegial and consultative way in partnership with teachers and staff.

The College members are:

Helen Kinsey (chair),

Helen Fraser (DSL and Health and Safety)

Ute Bölke-Wooge (class teacher)

Caoimhe Kitt (Administration Manager and Complaints)

Alexander Wooge (class teacher),

Yuliya Tsvetkova (kindergarten teacher).

Amalia Stoian (class teacher),

Teachers are usually invited to join the College after one year in the Faculty. College members strive to bring the best of themselves to College meetings so that, as a group, they can most effectively serve the needs and ideals of the School. The College chair, whose position is one of service and facilitation rather than status, is chosen by the College. The task of the chair can be shared by joint chairs. Currently the College of Teachers meets weekly in the Faculty meeting.

The Faculty of Teachers

The daily educational life and development of the School are carried by the teaching Faculty as a whole, which meets every week for study and a conscious sharing of the rewards and difficulties of their work with the pupils. This is also a meeting where information is shared and gives an opportunity to review and plan forthcoming events, festivals, etc. Faculty meetings are the heart of the School and all teachers are expected to attend.

The Faculty chair, whose position is one of service and facilitation rather than status, is chosen by the Faculty. The task of chair is usually carried by one person for a period of one year before being passed on. Currently the Faculty of Teachers meet weekly.



The School Management Group

The School Management Group ("SMG") is mandated by the Trustees to run the School.

The responsibilities of the SMG include administration and oversight of all aspects of the School and its operations including delivery of Education, Safeguarding, Health and Safety, premises, curriculum, human resources, publicity and website, finance and financial control including staff salaries, and monitoring the payment of fees and bursaries.

Staff holding the positions of DSL, SEND, College Chair and Administration Manager are de facto members of the SMG. Non-staff appointments to the SMG are reviewed every 3 years by the group.

Appointment of other members is on the basis of the School's requirements and is undertaken by consensus. The essential requirements for membership include a keen interest in helping the School's development, and skills helpful for the running of the School. The SMG may also invite other people who are relevant to the particular topics being discussed to join them. Please see below for the names of the members and their individual responsibilities. They are all contactable via the School.

Those interested in joining the SMG are invited to contact the chair of the trustees. This is an important role and all non-staff members involved are expected to have, or to undergo the necessary trainings required to enable them to be effective in the role.

Currently the SMG meets every two weeks with Trustee Sue Peat acting as Chair. The SMG meetings are held online.

Members of the SMG 2021-22	Role	Mandate / Expertise	Department
Sue Peat	Trustee/Acting Bursar /Chair	Safeguarding Welfare Management complaints	Management
Angela Clark	Trustee	Education	Management
Aristides Bernard-Grau	Trustee	Health and Safety	Management
Helen Kinsey	Teacher, Chair of College and Faculty	Education	College Member
Alexander Wooge	Class Teacher	Teaching, Language teaching	College Member
Ute Bölke-Wooge	Class Teacher	Teaching, Marketing	College Member
Caoimhe Kitt	Administration Manager	Admin / HR / (Admissions) / Complaints officer	College Member
Helen Fraser	DSL, H&S Officer	Safeguarding, Health and Safety	College Member
Elena Rowland	Architect / Maintenance	Maintenance (larger works, not day to day)	Ex Parent
Nic Smellie	former bursar (until June 2016)	Finance Control Oversight of Finances	College of Teachers

Working Groups

The School has a history of parents helping with school arrangements by setting up ad hoc working groups to support the School and staff in some of the many areas of the work of the School such as organizing the fairs, publicity and School development. Parents are invited to consider their areas of expertise and join or suggest a working group which supports the school community.

Class representatives

Each year parents of each class are invited to appoint a parent from amongst their number to liaise with the class teacher and the other parents of the class. They assist with communication and with the practical organisation of parent meetings, festivals and trips.