



**Name** Lindsey Mellor  
**Title** School Business Manager

- Promotes effective practices
- Advocate of SMART working practices



*“As a School Business Manager, my quest is to enhance the standards around efficiency and effectiveness in the school office to ensure that I support the school in achieving its goals and aims. I enjoy the diversity the role brings and the challenge to implement the changes required in an ever-evolving education sector”.*

Lindsey has significant school administration experience, having worked at Allenton Community Primary School for 24 years. She is involved in all aspects of school administration, taking the lead role in financial management, human resources, catering, premises, risk management and health and safety.

As the school's leading support staff professional, Lindsey works as part of the Senior Leadership Team. By taking on or sharing leadership, managerial and administrative responsibilities, she frees the SLT to focus on leading, teaching and learning.

In 2015, Lindsey played a key role in the school's business transition from Local Authority to academy status, working collaboratively with the Trust and Local Authority. She has mentored School Business Managers for the Local Authority and supported, advised and reassured SBM's who's school are about to become academies.

Lindsey is positive, confident and has a flexible approach. She strives for best possible outcomes for children by providing staff and children the resources and environment to allow quality learning; whilst ensuring it remains financially robust. She fosters excellent relations with colleagues and stakeholders alike. Lindsey leads by example, demonstrating effective working relationships and teamwork.

