

Severn

Teaching School Alliance

Selina Mahy

School Business Manager

Apley Wood Primary School

Areas of interest

Managing all aspects of school administration, finance and projects.

For the last seven years I have worked as School Business Manager at Apley Wood. I deal with all aspects of administration and finance of the school on a daily basis. During this time I have learnt many new skills within the School Business Manager role. The role is very varied. It includes staff recruitment Health and Safety, procurement of best value for leasing agreements and dealing with school finances. Some of the projects I have completed are setting up a very successful after school club and also many after school curriculum activities.

We were successful in obtaining a National Lottery grant for £50,000 for protecting playing fields, also a £10,000 grant for our fabulous pirate ship through the Big Lottery. I enjoy working with local business and have been successful in organising sponsorship of sports kits.

I thrive on supporting other schools where I can utilise the skills and experience I have built up over the years, whether this is assisting a new Headteacher in what a difference a School Business Manager can make to the running of a school or helping the office staff to prioritise and work as an efficient team to help the school strive forward.

I am a very positive person who is approachable, has a sense of humour but also have the ability to see where improvements can be made.

Apley Wood Primary School
Pool Farm Avenue
Apley
Telford
TF1 6FQ

