

## **Responsibilities and functions in the Klax school and Berufsakademie in the school year 23/24**

### **School Leadership Team**

**Antje Bostelmann** Management

**Stephen Kelly** Headteacher Klax School and provisional management Berufsakademie

**Seher Köysüren** Deputy Head of School - School Organisation

**Heiko Mattschull** Deputy Head of School - Head of School Profile

### **Sub-School Management**

**Darren Brady** Head of the Primary Level

**Andrew Mubeezi** Head of the Upper Secondary School

### **School Administration**

Customer care/dunning: Daniela Wendenburg, Aleksandra Wieckowska

School place allocation: Caroline Strangfeld

Secretariat: Tuba Nur Turan, Nastassja Wiegner

Reception: Christoph Rath, Vera Czogalla

### **Learning Family Management**

Learning Family 1 / Primary Level: Fatema Albaqali

Learning Families 2 und 3 / Middle School: Jörn Mroczkowski

Learning Family 4 / Upper School: Amel Nefzi

### **Coordination Exams**

Coordinator for Examination Management (Abitur- Exams): Jörg Mandler

Coordinator for Examination Management (BBR and MSA-Exams): Seher Köysüren

### **Coordination Areas of the School Focus**

Coordinator for Career and Study Orientation: Heiko Mattschull

Coordinator for Openness, Diversity and Tolerance: Heiko Mattschull

Coordinator for Media Education and School Digitisation: Adam Kosjanik

Coordinator for Learning Support and Child Protection: Silke Schaper

### **Health and Safety Coordination**

Coordinator for Safety and Fire Protection: Jörn Mroczkowski

Coordinator for Hygiene and Health Protection: Claudia Thiel

### **Management of Special Areas**

Leadership of the Respect Team: Jörn Mroczkowski

Leadership Maker Space: Andre Timm

Leadership of student working groups: Andre Timm

### **Department Heads**

Maths: Andreas Pfeifer

NaWi: Andreea Crisbasan

Languages (Spanish and French): Amel Nefzi

German: Jörg Spötter

Art: Carolin Schelble

GeWi: Daniel Somogyi

Sports: Simon Beese, Jörn Mroczkowski

English: Katrina Young

Music: Corinna Naaßner

### **Responsible Employees**

Responsible staff member Clubs: Annika Kunz

Responsible staff member Social Media and Public Relations Officer: Lisa Schaber

### **Welcome Classes**

Staff member in charge Ukrainian class: Olena Lemeshko

Staff member responsible for welcome students: Preston Desouza