



**THE JOHN OF GAUNT SCHOOL**  
- A Community Academy -

**Pupil Premium Mentor**  
**Part-time, Fixed Term until 22<sup>nd</sup> July 2026**

***"Excellence Every Day"***

Our mission is to make sure that all our students, regardless of their circumstances, discover their personal best and thrive academically, individually and socially. We are relentless in driving high expectations and make no apology for ensuring high standards across the school. We will continually ensure every student achieves excellent results, with high-quality teaching and a first-class curriculum, underpinned by outstanding cultural capital experiences and exceptional pastoral care.

**Hours:** \_\_\_\_\_ 16 hours per week (within the school day)  
**Start date:** As soon as possible  
**Grade:**

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**Responsible to:** Headteacher  
**Immediate Line Manager:** Raising Standards Leader for Pupil Premium

## **JOB DESCRIPTION**

### **JOB PURPOSE**

To work closely with students, primarily KS3, to raise their aspirations, achievement and attendance.

### **KEY TASKS**

- To deliver one-to-one and small group interventions/mentoring
- To coach students in independent study skills.
- To work with live data and act on the interpretation of it.
- To maintain up-to-date records on students, contribute to recording and reporting procedures and produce summary reports as required.

- To act as a mentor to identified students across the school, working with our Pupil Premium students
- To set goals and targets with students, which includes work within lessons
- To support students in the completion of homework and independent study.
- To work in collaboration with other colleagues and agencies to support the students
- To create and support effective home/school partnerships, liaising between staff, students and parents/carers.
- To organise and participate in study support, lunch time activities and after-school sessions as appropriate. (If within working hours)
- To be involved with whole school events, e.g., Parents' Evenings. (To be agreed)
- To support all staff in maintaining a positive learning environment.
- To maintain confidentiality and integrity at all times.
- To work according to school policy guidelines.
- To be responsible for promoting and safeguarding the welfare of students at the school.
- To hold an enhanced DBS Certificate with Children's' Barred List Checks.

### **Other Duties**

The postholder may be required to perform duties other than those given in the job description. The particular duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibilities entailed. Such variations are common occurrences and would not of themselves justify the regrading of the post.