

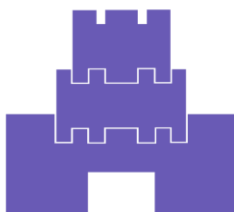


# Bideford College

Part of the Launceston College Multi Academy Trust

## **Applicant Package**

**Behaviour Student  
Support**



**Launceston College  
Multi Academy Trust**

<b>Job Title:</b> Behaviour Support	<b>Start date:</b> September 2021
<b>School base:</b> Bideford College	<b>Contract type:</b> 30 hours, term time only. This could be offered as a part time job share.
<b>Closing Date:</b> Thursday 17 <sup>th</sup> June 2021, 9am	<b>Salary:</b> C1 – C4 (£9.59 - £10.55) DoE Actual salary (£12,408 - £13,650) (£18,500 - £20,360 FTE)
<b>Interviews on:</b> TBC	<b>Contract term:</b> Permanent

## Our Trust

Bideford College is part of the Launceston College Multi Academy Trust (Trust) alongside Altarnun Primary, Atlantic Academy, Egloskerry Primary, Launceston College and Launceston Primary School (opening in September 2021).

Our Trust aims for young people to become happy, responsible and successful by learning the knowledge, skills and values which are important for society.

We seek to develop adventurous students, who have the character, resilience and self-awareness required to be successful. We have exceptionally high aspirations for our students and seek to support them no matter what their background or circumstances.

We offer a distinctively broad, personalised, and academically rigorous curriculum across our primary and secondary schools, and aspire to the highest standards of teaching and learning.

As a Trust we share information and best practices to ensure we focus on an excellent and sustainable 0-19 learning journey for children, with a strong focus on our school and Trust community.

**We seek applicants who are aligned to our aim and vision and have the talent and passion to deliver that vision successfully. We support all our schools with our Trust-wide leadership and management, teaching and learning, school improvement, financial, administrative, estates, safeguarding and HR expertise.**

**We are looking for professional staff who can support the delivery of an exceptional education for the young people in our care.**



## Our College

Bideford College is a rapidly improving 11 – 18 secondary school on the North Devon coast. It aims to ensure that all students, regardless of socio-economic background can successfully move on to their next step in education or employment with the skills and qualifications they need. We do this through a broad and balanced curriculum and co-curricular offer which enables students to develop resilience, knowledge and contribute positively to the local and global community. We are committed to driving up standards, insisting on high expectations and raising the aspirations of our students.

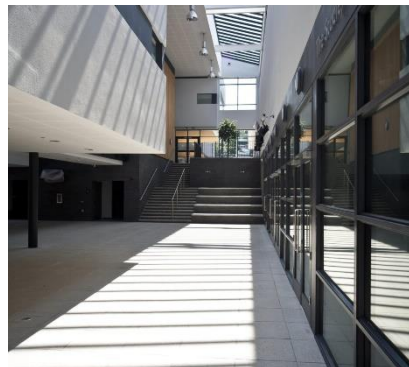


We are proud of the broad and balanced curriculum that we offer our students in both the main school and in the sixth form. It offers the potential to develop a range of academic and vocational skills that prepares young people for careers in the 21st century. This is underpinned by a wealth of extra-curricular opportunities that nurtures the development of sporting, artistic and technical talents that sees our students succeed at a local, national and international level.

Bideford College is a caring community and we are proud of the inclusive school climate that has been created through the positive relationships developed between students and staff. We want our students to feel safe in the learning culture that exists in the classrooms of the college.

We will offer:

- A modern, well equipped college with outstanding facilities.
- A large team of dedicated and committed staff.
- A culture which seeks to be fair, developmental, and supportive of staff and pupils.
- A large support network across the primary and secondary settings.
- A focus on staff wellbeing.
- Generous pension and holidays.
- Attractive pay and opportunities to develop skills across the Trust.
- Support from cross Trust systems and leaders.



We are seeking to appoint a **Behaviour Student Support** role.

**Main Purpose of Job:**

The purpose of this role is to provide behaviour and safeguarding support to students in Key Stage 3 and 4, so that they make the best possible progress in all aspects of their development.

**Duties and Responsibilities:**

**Staff**

- To work under the direction of the ALT behaviour/SENDCo
- To work with the other members of the behaviour support team.
- To provide appropriate support, advice and information to all staff involved with the key students.
- To liaise with staff about students who have been identified as a cause for concern.
- To be involved with appropriate staff development.

**Students - Student support/welfare**

- To play a major part in the overall care and guidance of students within your responsibility, during the time that they are in the Internal Exclusion Room.
- To pay special attention to the needs and welfare of any vulnerable students, including pupil premium and SEND students within your area of responsibility.
- To meet with students in response to identified concerns, either from staff or from students themselves.
- To support the safeguarding of students within your area of responsibility.

**Families.**

- To help to develop and maintain effective, open and regular channels of communication with the parents/guardians of students in your area of responsibility.
- To assist tutors in maintaining good communications with parents/guardians.
- To meet with parents/guardians when appropriate.
- To arrange meetings with students in response to family concerns.

**Administration.**

- To record all relevant and appropriate information regarding students, including maintaining student records.
- To deal with administrative matters relating to students within your area of responsibility and to deal with general enquiries regarding Bideford College.
- To provide data as required by outside agencies.

**General**

- To record all relevant and appropriate information on the SIMS system.
- To carry out any other administrative duties that are associated with the behaviour support team e.g. Making appointments (Students, parents, House Team).
- To be aware of and adhere to the applicable rules, regulations, legislation and procedures e.g. County Council (Equal Opportunities Policy, Code of Conduct) and national legislation (Health and Safety, Data Protection).
- To maintain confidentiality of information acquired in the course of undertaking duties.
- To be responsible for your own continuing self-development, undertaking training as appropriate.

- To undertake other duties appropriate to the grading of the post as required.
- To be first aid trained, if required. Training will be provided if necessary.

### **Specific Jobs**

- Management of the Internal Exclusion Room (IER) on a rota basis
- Collate work for students to complete in the IER
- Communicate with staff and parents regarding students in the IER
- Maintenance of associated data spreadsheets
- Maintenance of SIMs records, including attendance
- Contact point for on call staff
- Monitor CCTV
- Collect incident statements from students
- Facilitate college detention system
- Liaison with HOH/Tutors and other pastoral staff

**Person Specification:**

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<b>Relevant Experience</b>	Working with children and/or young people.  Working as part of a team.  Significant recent experience of working with students in a related field, ideally determining need and supporting.	Working within a school environment.	Application form/interview
<b>Education &amp; Training</b>	Attainment of five GCSE's grade C/ NVQ level 2 or above in English & Maths (or able to demonstrate equivalent levels of numeracy & literacy).	A university degree in a related subject	Application form
<b>Special Knowledge &amp; Skills</b>	Effective communication skills including written and verbal and be able to relate to a wide range of people and organisations.  Excellent IT skills including all Microsoft Office software.  Problem solving skills and attention to detail.  Display an open mind and positive attitude to work and colleagues.		Application form/ interview
<b>Any Additional Factors</b>	Self-motivated, able to lead and motivate a team.  An interest in pupils, ability to relate well to children and adults.  Ability to meet deadlines and achieve targets and implement contingency plans where necessary.  Displays an awareness, understanding and commitment to the protection and safeguarding of children and young people.		Interview

## To apply:

To apply for this job, please complete the application form:

[Word Application](#)

[PDF Application](#)

*We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are warmly invited.*

### **Safeguarding Statement:**

Launceston College Multi Academy Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to DBS clearance and appropriate pre-employment checks.