



WE ARE ASTREA

**BEHAVIOUR SUPERVISOR
APPLICANT BRIEF**

ERNULF ACADEMY
Part of
ASTREA ACADEMY TRUST





Open Letter from Principal

Dear Candidate,

Thank you for your interest in the role of Behaviour Supervisor. The core purpose of the Academy is to secure the best possible experience, learning and outcomes for each young person for whom we have responsibility. We have high aspirations for all of our young people.

Our ethos is based on the celebration of success and the determination to secure further improvement. Visitors to the Academy comment on the purposefulness of lessons and the calm, friendly conduct of students.

We are seeking to appoint a Behaviour Supervisor to join our team. We value all of our staff within the academy and across the wider trust.

At Ernulf Academy, you can expect a supportive culture within a school with high aspirations on its improving journey. We value our staff and there are many development opportunities within the academy and across the wider trust.

I would be delighted to have a further conversation with you or arrange a visit to the school.

Kindest Regards,

Avin Bissoo

Principal at Ernulf Academy



JOB DESCRIPTION

SALARY	£20,444 (Pro rata)
CONTRACT TYPE	Permanent
WORKING PATTERN	Full time, term time only
HOURS PER WEEK	37

Purpose

The Behaviour Supervisor helps to maintain continuity of education for students who are excluded from their usual lessons. He/she seeks to ensure that the work set is understood and completed. He/she supervises students in a manner conducive to high standards of student conduct and learning. He/she works with students to assist with a successful reintegration back into lessons.

Key Responsibilities

- Supervise students in the reflection room to continue with their work
- where possible, to liaise in advance with Heads of Year to ensure a full understanding of the reasons for a student being placed in the Reflection Room
- Complete relevant paperwork, identifying students who work well and those who underachieve
- Contribute to behaviour management within the Academy to ensure rules are upheld in the Reflection Room, in accordance with Academy policies
- Provide feedback on learning activities
- contribute to, as appropriate, reports on student behaviour management;
- In line with the operational needs of the Academies, undertake other duties, eg exam invigilation or administrative tasks as required
- Attend training or meetings as required
- Have full regard to all aspects of the Academies' Health and Safety policy and secure appropriate practice in those areas for which responsibility is held
- Safeguard and promote the well-being of students and staff in all aspects of the performance of this role
- Follow Child Protection and other agreed procedures, eg relating to the organisation of trips and visits and the ordering of goods
- Undertake such other duties as the Headteacher may reasonably require
- Promotes positive values, attitudes and good student behaviour, dealing promptly with incidents, in line with Academy policy, encouraging students to take responsibility for their own behaviour
- Establishes productive working relationships with students, acting as a role model and setting high expectations of work and behaviour
- Complying with work set and instructions from the class teacher and make appropriate use of equipment and resources
- Is not normally expected to set or plan work but should be prepared to use their initiative to occupy students if work is not immediately available
- Is expected to be able to deliver instructions clearly so that students are able to understand what is required of them



PERSONAL SPECIFICATION

Knowledge, Qualifications & Experience

- Educated to at least GCSE Level with excellent standards of Maths and English
- ICT Skills
- Qualifications relating to working with students and/or young people
- Experience dealing ensuring safeguarding of children
- Experience in a school setting
- Supervisory experience
- Behaviour management experience
- Report writing skills

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing recruitment@astreaacademytrust.org