



## **JOB DESCRIPTION**

**Title:** Behaviour Support Assistant

**Grade:** TPLTSS 5

**Last evaluated:** April 2024

### **Main purpose of the role**

- To work closely with the Vice Principal (VP), Assistant Principal's (AP's) and the wider pastoral team, to effectively identify, plan and implement intervention for students who need additional support with regards to their behaviour.
- To liaise closely with the Heads of Year and Central Leaders to gain a greater understanding of individual student needs and to support as necessary.
- To work closely with staff in the Remote Learning Room and Support 2 Learn (S2L) to support the needs of individual students.
- To promote, support and help ensure that the school is a calm and orderly environment.

### **Main Duties and Responsibilities**

- To support the work of Year Teams to minimise behavioural issues across the school
- To support students within the school by creating and sustaining positive attitudes towards them and their development
- To support the behaviour management of key students both within the Remote Learning room and across the school.
- To support and assist in the development of clear behaviour management systems which complement the work of classroom teachers.
- To support and deliver programmes of intervention for individual or groups of students addressing a range of behaviour issues.
- To monitor the implementation of these programmes and their impact on student progress.
- To support in implementing behaviour packages for students they are working with and supporting in lessons where appropriate.
- To communicate effectively with parents providing information regarding student behaviour and progress.
- To support health and safety practice and report any issues to relevant staff ensuring that agreed health and safety practices are fully implemented.

### **Line management/supervisory duties and responsibilities**

The post holder will not have line management responsibility

### **Safeguarding responsibilities**

This role works directly with students and is therefore classed as regulated activity. Details of our Child Protection & Safeguarding Policy can be found on TPLT Links and is available on request.

Be committed to safeguarding and promoting the welfare of children and young people.

## **Work Demands**

Able to work to strict deadlines but also be flexible to deal with changing priorities and unforeseen circumstances which could be lengthy to resolve.

Ensure that strict confidentiality is maintained at all times.

## **Physical Demands**

Normal physical effort required.

## **Working Conditions**

Role is classroom and office based but will include visiting schools within the Trust for meetings and to support schools.

May involve dealing with challenging situations which can require conflict resolution and dealing with emotive situations.

## **Expectations of Jobholder**

Be aware of and comply with all Trust policies as well as individual academy policies and procedures.

Contribute to the management of student behaviour and security.

Ensure effective quality control and continuous improvement in all aspects of the work and responsibilities attached to this post.

Demonstrate professionalism towards sensitive and confidential information.

Commit to professional self-development, through participation in training, to include any necessary health and training and annual safeguarding training.

Undertake such other duties as are commensurate with the grade of the post.

This job description only contains the main duties relating to this post and does not describe in detail the tasks required to carry them out. This job description may be amended at any time following discussion between the line manager and member of staff and may be reviewed annually.

## **Skills/Qualifications**

Please refer to the Person Specification for full details. Please note all original qualification certificates will need to be presented on the day of interview for verification and production of these certificates forms part of the conditional offer checks.

## Person Specification

**Job Title: Behaviour Support Assistant**

<b>Assessment criteria</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>GCSE grade C/grade 4 or above in English and Maths or numeracy and literacy skills equivalent to NVQ level 2.</p> <p>Level 3 Certificate in Supporting Teaching and Learning, or equivalent.</p>	Training in relevant learning and behaviour SEND strategies
<b>Experience</b>	Experience of working with national frameworks, and evidence of working with students with a range of learning difficulties.	
<b>Skills</b>	<p>Able to effectively communicate with young people.</p> <p>Ability to remain calm in challenging situations</p> <p>Able to use ICT effectively to support learning.</p>	
<b>Knowledge</b>	<p>A good working knowledge or willingness to learn the relevant and planned intervention programmes/strategies to support our students to remain within the mainstream classroom.</p> <p>A good knowledge and understanding of early child hood trauma and the impact this can have on a child's learning and development.</p>	
<b>Personal competencies, qualities, attitude and behaviours</b>	<p>Motivation to work with children and young people.</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</p> <p>Emotional resilience in working with challenging behaviours.</p> <p>Positive attitude to use of authority and maintaining discipline.</p>	

	<p>Adaptability, use of initiative, reliability and resilience are essential.</p>	
<b>Equality</b>	<p>An understanding, acceptance and commitment to the fundamental principles of an equal opportunities.</p> <p>To work in a way that promotes equality of opportunity and respect for diversity.</p>	
<b>Safeguarding</b>	<p>Evidence of a commitment to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.</p> <p>To work in a way that promote the safety and well-being of children and young people.</p>	