



The Piggott School

Job Description

Job Title: Learning and Wellbeing Mentor for KS3 and KS4

Responsible to: SLT Lead for Safeguarding / Behaviour

Salary Grade: 5

Key purpose:

The Learning and Wellbeing Mentor for Key Stage 3 and Key Stage 4 will work in partnership with the wider pastoral team to provide students from Key Stage 3 and Key Stage 4 with appropriate support when accessing the Learning and Wellbeing hub.

Focusing on positive and effective working relationships with students and their families, the Learning and Wellbeing Mentor will contribute to the outstanding academic and pastoral practice already in place within the school. A proactive approach to the role will support the safeguarding and pastoral team in ensuring an efficient, high impact and first-class experience of care and compassion for any students with additional needs. Promoting effective communication between all stakeholders is central to the success of this pupil-facing role and the successful candidate will be part of a growing and dynamic team rooted in inclusion for all.

Main Duties and Responsibilities for the Learning and Wellbeing Mentor for KS3 and KS4:

1. To provide pastoral care and learning guidance to students who are timetabled in the Learning and Wellbeing Hub. The Mentor will liaise with the wider pastoral team, parents and subject staff accordingly to support the needs of the students in their care.
2. To provide supervision and leadership in the Hub and to ensure a productive working environment for students during independent study time or when receiving bespoke tuition beyond the classroom.
3. To work in partnership with the wider pastoral teams to ensure that students receive appropriate mentorship, pastoral care and safeguarding support in line with their welfare needs; particularly for those experiencing the challenges of EBSA.
4. To work closely with the Pastoral Support Assistants of KS3 and KS4, to monitor systems and support strategies to secure the emotional wellbeing of all pupils accessing the provision.
5. To work closely with the SLT Lead for Inclusion, to support the online or face to face learning provision for students requiring a bespoke curriculum.

6. To motivate, inspire and coach students to develop their skills in resilience, improve their confidence and support them in celebrating progress and success.
7. To actively promote and model the safeguarding principles of the school and ensure inclusion for all.
8. To contribute to a safe and challenging environment which motivates students to work hard and develop mutual respect for all members of the school community, upholding the school values.
9. To attend and participate in meetings with the wider pastoral teams and staff body when required.
10. To occasionally escort and supervise students on educational visits and out of school activities.
11. To supervise groups of students at break and lunchtimes as required.
12. To always ensure confidentiality, adhering to the Data Protection Act, KCSIE and other relevant legal requirements.
13. Other duties as deemed appropriate by the Headteacher

Whilst every effort has been made to explain the accountabilities of this post, each individual task undertaken may not be identified.

This job description is current, but following consultation, may be changed by the Headteacher to reflect or anticipate changes in the job which are commensurate with the salary and job title.

Job description review history: September 2026