



Greenwood Primary School Job Description Learning Behaviour Mentor (Primary) (JE No: 2625)

Job title:	Learning Behaviour Mentor (Primary)	Ealing GLPC Grade:	Scale 6
School:	Greenwood Primary	Post No:	
Line manager:	The Headteacher or nominated senior leader		
Supervisory responsibility:	None		
Hours:	Full time (30 hours pro rata)		

Main purposes of the job

- To provide a complementary learning behaviour mentor service to existing teachers and pastoral staff in school, addressing the needs of children who need support to overcome barriers to learning both inside and outside the school in order to achieve their full potential.
 - To be responsible for promoting and safeguarding the welfare of children and young people within the school.
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Main responsibilities and tasks

1. To develop one to one and group mentoring relationships with children needing particular support where necessary aimed at achieving the goals defined in the action plan.
2. To deliver interventions, provide 1:1 support as required and support the class teacher in the delivery of lessons.
3. To contribute to the monitoring and reporting on the implementation of the school's learning behaviour mentor programme.
4. To identify those pupils who would benefit most from learning behaviour mentor support and manage a personal caseload.
5. Working with other key staff members to draw up and implement an action plan for each child who needs particular support.
6. To maintain regular contact with families/carers, to keep them informed of the child's needs and progress and to secure positive family support and involvement.
7. To undertake a comprehensive assessment of young people referred for mentoring and to support pupils' learning in the most effective way.
8. To work closely with key members of staff to ensure that the needs of the children are met, including contributing to policies and practices that will promote inclusion and engagement.
9. To have full knowledge and appreciation of the range of activities, agencies and individuals that could provide extra support for pupils and recommend referrals as appropriate.
10. To network with other learning behaviour mentors and share best practice.
11. To help adapt and plan the development of resources necessary to lead learning activities, taking into account pupils' interests, language and cultural backgrounds.
12. To provide support for pupils' emotional and social needs by encouraging and modelling positive behaviour in line with school policy.

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13. To work within agreed legal and ethical boundaries particularly in regard to child protection.
14. To carry out duties in accordance with health and safety legislation and the school policy.

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15. To promote inclusion and equality of opportunity for all students in accordance with school policy.
16. To undertake other duties and responsibilities as required from time to time commensurate with the grade of the post.

Signatures – line manager and job holder

Signature of Manager:	_____	Date:	____/____/____
Signature of post holder:	_____	Date:	____/____/____
