

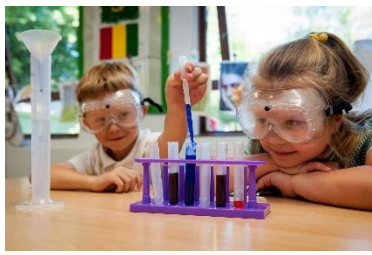


The Laurels Primary School is seeking a
Learning Mentor



dmat.education

Welcome to The Laurels Primary School



This is an exciting opportunity for a resourceful, enthusiastic and self-motivated person to join our dedicated and talented team! We are looking for a dynamic practitioner who is a team player and ambitious for every child.

We are uncompromising in our aspirations for every individual. We endeavour to do this by providing an excellent school experience where every child feels safe, excited to learn, and can discover their passions.

We are also uncompromising in our aspirations for staff. We have worked hard to develop a culture where teachers are looked after, supported and professionally enriched and as a member of our team, you will be committed to developing as a practitioner alongside like-minded professionals to ensure a high-quality learning environment for all.

In our most recent report, October 2022, Ofsted wrote: 'Staff are proud to work at the school. They feel part of a close-knit team. Staff appreciate the way that leaders are considerate of their workload. Leaders are approachable and highly aware of staff well-being.'

You will be working with a team of friendly, dedicated and hard-working staff, along with a supportive board of governors, who are all driven by a real desire to change children's lives for the better. We hope this is what drives you too. Relationships between staff, pupils and parents/carers are key to our success.

The Laurels Primary School, Durrington is part of Durrington Multi Academy Trust (DMAT) and is a primary school of 185 children from Reception to Year 6. Within our trust, we place high regard on recruiting and retaining excellent staff to ensure all students achieve beyond their best.

If you feel that you can bring something special to our school and Trust, we want to hear from you now!



Charlotte Bull
Headteacher

The Role

Learning Mentor

What is the purpose of the role

- To work in collaboration with staff to promote progress by enabling pupils to overcome barriers to learning.
- To raise attainment through individual and group sessions and use data to evaluate the impact of these.
- To help raise self-esteem through support, motivation and guidance to children who are experiencing difficulties in learning due to social or emotional challenges.
- To work with staff, parents and other agencies to promote good outcomes.

Main Duties

Learning Mentor Responsibilities

- To promote and support inclusion for all children including pupils with SEN and EAL.
- To support underperforming learners in identifying issues which are creating barriers to learning and help them in beginning to overcome these barriers.
- To support pupils and encourage them to have confidence in their own ability to succeed.
- To build and maintain positive and professional relationships with pupils, treating all children consistently, with respect and consideration.
- To implement individual programmes for specific pupils under the guidance of the Headteacher, SLT or outside agencies.
- To liaise with the Headteacher, SLT, class teachers and parents regarding the support in place for pupils.
- Write succinct session plans and add subsequent evaluative comment
- To support pupils with the transition from nursery to primary school and from primary to secondary education.
- To develop and/or support any other extracurricular activities across the school in support of the enrichment programme.
- Be familiar with, and comply with a full range of policies and procedures relating to safeguarding, health & safety and confidentiality. Ensure all concerns are reported to the appropriate person.
- Work collaboratively with colleagues and build and maintain professional and positive relationships.
- Strive to continually develop practice through taking on feedback and seeking out CPD opportunities.

Other Duties

- Establish effective working relationships and set a good example through presentation and personal and professional conduct.
- Demonstrate a commitment to keeping children and young people safe by adhering to our safeguarding and child protection policies.

Candidate Specification

	Essential	Desirable
Job Experience and knowledge	<ul style="list-style-type: none"> • Good level of literacy and numeracy to include GCSE or equivalent in English Language and Maths at grade C or above • To have Learning Support Assistant Level 3 qualification or higher education qualifications. • Experience of using Information Technology • Proficient in the use of Google Mail or similar • An understanding of safeguarding and child protection and its importance within the school 	<ul style="list-style-type: none"> • Experience of working effectively with young people • An understanding of SEN Code of Practice • An understanding of the requirements for maintaining the health, safety and security of yourself and others in the learning environment • Knowledge of the principles involved in giving advice and guidance to young people, including the place of confidentiality.
Skills/Abilities & Competencies	<ul style="list-style-type: none"> • Ability to work on one's own initiative and as part of a team to reach agreed targets and outcomes for young people • Excellent communication (verbal and written), organisation and record keeping skills • Ability to use language and other communication skills that students can understand and relate to • Ability to motivate young people by establishing empathetic and supportive relationships • Ability to work effectively and supportively as a member of the school team • Good interpersonal skills (including oral and written communication skills) • Is able to plan programmes of support that incorporate variety, interest and pace • Ability to plan, resource and measure impact of groups • Ability to work within and apply all school policies e.g. behaviour management, child protection, Health & Safety, Equal Opportunities etc 	<ul style="list-style-type: none"> • Ability to consistently and effectively implement agreed behaviour management strategies • Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to students' needs, encouraging the students to stay on task • Designation Safeguarding Lead trained • First Aid certificate • Emotional Literacy Support Assistants (ELSA) trained

Personal Attributes	<ul style="list-style-type: none"> • Resilient with the ability to work under pressure • Positive, nurturing and a passion for inspiring children’s learning • Ability to employ sensitivity and diplomacy • Self-motivational and ability to use initiative with a proactive approach • Willingness to undertake relevant professional development • Flexibility, adaptability and open to change • Has good time management and organisational skills 	
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Package

- Responsible to:** Headteacher and Assistant Head (Inclusion)
- Salary Grade:** Grade 5 £22,573 to Grade 6 £24,722 pro-rata. (Actual Salary £16,131.95 - £17,667.75) depending on experience.
- Hours:** 8.30am – 3.15pm, Monday - Friday with a 30-minute lunchbreak.
Term time only + additional INSET days as requested.

Safeguarding

The Laurels Primary School is committed to the safeguarding and wellbeing of our children. It is a core expectation of every member of staff to safeguard the wellbeing of every child within the school. Staff are supported through regular training and are expected to adhere to the school’s Safeguarding and Child Protection Policy at all times.

In addition to normal pre-employment checks, this appointment will be subject to an enhanced DBS check and a safeguarding interview.

Durrington Multi Academy Trust is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Durrington Multi Academy Trust in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.

Staff Charter



Marking and Feedback – We have a policy of live marking in the moment by all adults in the classroom. In the moment feedback is verbal with minimal recording in books. We encourage the children to take ownership of correcting misconceptions in their work.



Culture– The culture of our school is critical to an enjoyable, rewarding work environment. We all want the best for our children and therefore all staff are encouraged to communicate any feedback to leaders so support can be offered and adaptations can be made where necessary.



Data Collection – Data is collected three times a year for all subjects so subject leaders can monitor progress without overburdening staff.



Change – Where new initiatives are produced, they are based on the latest research and what will work for The Laurels staff and children.



Annual Reports - Our reports give parents and carers the key information they need. They are concise and focus on the important personal and social detail whilst being clear about where pupils have met expectations.



Support – Every class in the school has a full-time Teaching Assistant to support the teacher and learners by giving feedback, delivering interventions and mapping the children's provision.



Subject Leadership – The Laurels is committed to supporting every subject leader with termly release time to look at children's outcomes as well as termly release time to work on their personal action plan.



Emails – There is no expectation for staff to respond to emails outside of normal working hours. We trust the professional judgement of staff to make decisions about when they work in order to achieve a work-life balance.



CPD – Teachers and support staff have weekly CPD sessions that link to identified areas of whole school improvement and the latest research. Subject leaders are directed to CPD in their subject areas to further develop their leadership. Staff are also provided with external CPD opportunities as individuals or whole teams. We work with the Research School, Maths and English Hubs.



Staff Bulletin – Every week there is a staff bulletin that is shared with the whole staff team, which recognises staff contribution and celebrates success and achievements. It also ensures all members of the team receive key communication and removes the need for a Friday or Monday meeting.



Planning – We have detailed plans and resources for foundation subjects so teachers can focus on adaptive teaching for the children in their class.



Employee Assistance Programme – We have an employee benefit programme which supports staff through health and wellness services.

How to Apply

Applicants must complete the application pack and return it to coliver@laurelsprimary.co.uk or via post to Carly Oliver, The Laurels Primary School, Winterbourne Way, Durrington, West Sussex, BN13 3QH by **Friday 21st April at 9.00am**. Please return the application form with a supporting letter (maximum 2 sides of A4) addressing the following points:

1. Why would you like to work with the children and staff at The Laurels Primary and what would you bring to our team?
2. How would your experience and skills enable you to be successful in the role?

Strong candidates may be invited to interview before the closing date.

If you would like to visit us or have any questions about your application, please email Carly Oliver, Executive Assistant, in the first instance – coliver@laurelsprimary.co.uk or 01903 830901

The Laurels Primary School

Winterbourne Way

Worthing

West Sussex

BN13 3QH

office@laurelsprimary.co.uk

