

Learning Mentor – Term Time Only

Full time | Grade 6

Beecroft Garden Primary (London, SE4)

Job Description

Main Purpose of the Role

The Learning Mentor will work as a key member of the Inclusion team, supporting the social, emotional and academic development of pupils across the primary phase. Central to the role is developing and maintaining effective relationships with pupils, staff, families and external agencies to ensure coordinated support for children's wellbeing and success. As the school's Mental Health Lead, they will support the ongoing collaboration with the Mental Health Support Team (MHST) and school therapist, developing and implementing the school's whole-school approach to mental health and wellbeing. The postholder will also act as Deputy Designated Safeguarding Lead (DDSL), supporting the safeguarding and protection of all children in line with statutory guidance.

Key Responsibilities

- Provide mentoring and support to pupils, helping them overcome barriers to learning and achieve their full potential.
- Plan, deliver and evaluate individual and group sessions to promote inclusion, wellbeing and positive behaviour.
- Work in partnership with the Inclusion team to identify pupils requiring additional emotional support.
- Serve as Deputy Designated Safeguarding Lead, including responding to safeguarding concerns, maintaining accurate records, and liaising with the Designated Safeguarding Lead.
- Lead the school's whole-school approach to mental health and wellbeing, including developing and implementing strategies to identify, support and monitor pupils' mental health needs, working with external agencies where appropriate, and promoting a positive mental health culture across the school community.
- Build positive, professional relationships with parents and carers, providing guidance and support as required.
- Liaise and collaborate with external agencies, such as Children Social Care, School Nursing Service, and other relevant professionals, to coordinate support for pupils and families and contribute to Multi-Agency assessments.
- Support the development and implementation of school policies on behaviour, inclusion and safeguarding.
- Maintain accurate, confidential records in line with school procedures and safeguarding regulations.
- Contribute to staff training and awareness on inclusion and safeguarding as required.
- Promote and model the school's values of inclusivity, creativity, care and community focus.
- Undertake other duties appropriate to the post that may be assigned from time to time by the SLT.

Person Specification

Qualifications and training	Essential	Desirable
<ul style="list-style-type: none"> Relevant qualification in child development, education, social work or related field (Level 3 or above). 	X	
<ul style="list-style-type: none"> Evidence of continued professional development relevant to post 	X	
<ul style="list-style-type: none"> Willingness to undertake mental health and DDSL training and other training and directed by SLT to undertake the role 	X	
<ul style="list-style-type: none"> Mental First Aid trained 		X
<ul style="list-style-type: none"> Mental Health Lead trained 		X
Experience		
<ul style="list-style-type: none"> Experience of working with primary-aged children, preferably in a school or educational setting. 	X	
<ul style="list-style-type: none"> Experience of supporting children with additional needs. 	X	
<ul style="list-style-type: none"> Experience of working as part of a team and liaising with external agencies. 	X	
<ul style="list-style-type: none"> Previous experience as a safeguarding lead or deputy. 		X
<ul style="list-style-type: none"> Experience of supporting primary phase aged pupils with complex mental health issues. 		X
<ul style="list-style-type: none"> Experience of planning and delivering effective individual and group session to develop mental health, behaviour and wellbeing. 		X
Skills and knowledge		
<ul style="list-style-type: none"> Strong understanding of safeguarding procedures and Keeping Children Safe in Education (KCSIE). 	X	
<ul style="list-style-type: none"> Ability to build positive relationships with pupils, staff, families and external professionals. 	X	
<ul style="list-style-type: none"> Excellent written and verbal communication skills, with strong interpersonal abilities. 	X	
<ul style="list-style-type: none"> Good organisational skills and attention to detail. 	X	
<ul style="list-style-type: none"> Knowledge of relevant legislation and statutory guidance around inclusion and safeguarding. 		X
<ul style="list-style-type: none"> Understanding of child development and attachment theory 	X	
Personal qualities		
<ul style="list-style-type: none"> A commitment to promoting inclusion and supporting all children to achieve their best. 	X	
<ul style="list-style-type: none"> Empathy, patience and resilience. 	X	

• High standards of integrity and confidentiality.	X	
• Ability to work independently and as part of a team.	X	
• Commitment to upholding the ethos and values of Beecroft Garden Primary.	X	

Line Management

The post holder will directly report to the Inclusion Lead (SENDCO).

Working Arrangements

- Full-time, term-time only (39 weeks per year)
- 35 hours per week
- Monday-Friday, 8:15am-4:15pm – supporting children over lunchtime
- Occasional flexibility required for staff meetings, training, and school events

Safeguarding Statement

Beecroft Garden Primary (London, SE4) is committed to safeguarding and promoting the welfare of children. All appointments will be subject to a satisfactory completion of safeguarding checks.

Beecroft Garden Primary (London, SE4) is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.