

The Warriner Learning Centre
Pastoral / Engagement Support Worker

The Directors and LGBs are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced Disclosure and Barring Service (DBS) check will be carried out for the successful candidate.

Job Information	
Reporting to	Assistant Headteacher
Grade	Grade 8, Points 18-23, starting at point 18
Salary	£24,982 pro-rata , £12.95 per hour (actual salary £21,027.94)
Hours /Weeks	The post is 37 hours per week, term time only

Key objectives
<ul style="list-style-type: none"> To provide effective support for the most vulnerable children in the school in terms of their engagement and pastoral care.

Main duties and responsibilities
<p>To support children with academic catch up in the Warriner Learning Centre.</p> <p>To act as a study zone supervisor where necessary in supervising, instructing and delivering learning activities set by teachers for groups of students or classes as required.</p> <p>To support children with social, emotional and behavioural difficulties offering nurture support.</p> <p>To deal with daily pastoral/behaviour issues at an appropriate level.</p> <p>To liaise with key staff regarding behavioural or safeguarding issues.</p> <p>To take statements and collation of information in response to incidents of challenging behaviour.</p> <p>To form positive relationships with children and their families.</p> <p>To lead restorative meetings as appropriate.</p> <p>To maintain records in relation to sanctions and rewards.</p> <p>To support with the 'Return to Learn' – Internal isolation.</p> <p>To support with any Support Team administration.</p> <p>To Issue and monitor student report cards.</p>

To supervise detentions.
To undertake training commensurate with the post.
To respect confidentiality at all times.
To understand and apply school policies in relation to health, safety, welfare and child protection.
To support the safeguarding and promote the well-being of all students.

Additional tasks

The duties listed above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

Qualifications and experience

Essential:

- Experience of safeguarding systems and paperwork

Desirable:

- Experience of working in a school environment
- IT skills
- Designated safeguarding training (this will be provided if necessary)

Skills

Essential:

- Strong interpersonal skills
- Strong organizational skills
- Enjoys working with children.
- Must be accurate with good attention to detail
- Able to support learning and instruct children with academic work