



North Bromsgrove High School
nbhs@northbromsgrove.worcs.sch.uk

JOB DESCRIPTION

Job Title: Pastoral Student Support

Accountable to: Learner Engagement SLT

Main purpose of the role:

To support the Pastoral team by managing student behaviour predominantly based in the corridors to assist with driving punctuality to lessons, maintaining good standards of behaviour, dress and conduct within the school, whilst working with students to build their self esteem and win their co-operation, courtesy and respect.

Responsibilities:

- Liaise regularly with Pastoral Leads about student issues
- Provide support to staff by attending 'on calls'
- Provide support to detentions
- Monitor Behaviour of students when not in lessons to ensure that they move around the school in an orderly fashion, arrive on time to lessons and adhere to school policies
- Lunch and break time duties
- Provide feedback to relevant staff on individual student behaviour
- Communicate through two-way radios to keep relevant staff updated with any ongoing issues
- Supervise students within school buildings and surrounding boundaries
- Record and report students to Pastoral Leads who habitually fail to meet standards that are expected
- Reinforce good standards of dress, behaviour and conduct of students
- Support students to understand instruction
- Develop respect of students in relation to peer groups and adults within the community and build their self-esteem using Restorative Justice
- Liaise with relevant outside agencies where necessary
- Support attendance by collecting students for school where necessary, with another member of staff
- Report any incidents to the relevant staff member
- Provide supervision in the Refocus room

To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.

Professional Standards and Development:

- To respect the confidential nature of information in relation to the school and students.
- Individuals have a responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.



- To ensure all tasks are carried out with due regard to Health and Safety
- To adhere to the ethos of the school:
 - To promote the agreed vision and aims of the school
 - To set an example of personal integrity and professionalism
 - Attendance at appropriate staff meetings
- Be a role model to students through personal presentation and professional conduct
- Cover for absent colleagues as is reasonable, fair and equitable
- Be familiar with the School and Department handbooks and support all the School's policies, e.g. those on Health and Safety, Attendance and Safeguarding.
- Establish effective working relationships with professional colleagues and associate staff.

PERSON SPECIFICATION

Training Qualifications And Experience	
Essential	Desirable
English/Literacy and Mathematics/Numeracy to at least Level 2 of National Qualification framework.	
Working and supporting learners in an educational environment.	
Knowledge of the key factors affecting the way young people learn.	
Professional Knowledge And Understanding	
Essential	Desirable
Commitment to regular and on-going professional development and training to establish outstanding classroom practice.	Experience of working in a school environment.
Excellent communication skills, both verbal and written.	Experience of supporting young people with specific needs.
Understanding of relevant policies, work independently, motivate and inspire with a creative approach to problem solving.	
Abilities And Skills	
Essential	Desirable
Teamwork – proven experience of effective team and independent working.	Use of ICT to advance both own and students learning.
Emotional resilience in working with challenging behaviours and attitudes.	Willingness to work flexibly if required.
Understanding of extrinsic and intrinsic motivators and how they can be used to engage children, young people and families	Evidence of using own initiative to identify and plan appropriate interventions
	Ability to implement early help strategies to prevent the need for escalation

Ability to work within and apply all school policies e.g. behaviour management, safeguarding, health and safety, equal opportunities.	Ability to monitor the students' response to intervention and where appropriate, modify or adapt the activities to achieve the intended outcomes
Personal Qualities	
Essential	Desirable
<p>Ability to form and maintain appropriate relationships and personal boundaries.</p> <p>Motivation to work with children.</p> <p>A commitment to improving student outcomes</p> <p>A commitment to improving student outcomes</p> <p>Willingness to participate in further training and developmental opportunities offered by the school and external providers, to further own knowledge</p> <p>Self- motivated and seizes the initiative</p> <p>Clear vision and moral purpose</p> <p>A commitment to own professional development and that of the whole staff</p> <p>A positive and resilient individual with drive, integrity, and a cheerful disposition</p> <p>Ambitious and diligent professional who can motivate and inspire others</p> <p>Approachable, able to listen and reflect on the needs of the stakeholders</p> <p>Ability to actively 'live out' our school CARE values and ethos</p> <p>Commitment to safeguarding and promoting the welfare of children and young people</p> <p>The post holder will require an enhanced DBS</p>	<p>Desire for further career progression</p>