**JOB DESCRIPTION**

RESPONSIBILITY 4 LEARNING MANAGER - BEHAVIOUR SUPPORT

**Role Context and Purpose**

Ensuring all students access key support whilst attending Tanbridge House School. This role involves managing our “Responsibility 4 Learning” provision for those students who require additional support in helping them access mainstream lessons.

Managing our R4L room will involve supporting students, reflecting and repairing negative behaviours and situations, liaising with colleagues to collate work and effectively support students’ learning. Alongside this, the R4L Manager will ensure R4L records and data are kept up to date. This role is an integral part of our Inclusion team, in particular, working together as part of our staff in “The Bridge”.

**Organisation**

The R4L Manager - Behaviour Support - is responsible to the Inclusion Manager – Behaviour.

**Responsibilities**

**Support for Students**

* Managing our R4L room, supporting students’ learning and ensuring they continue to make progress, despite being removed from mainstream lessons
* Establish productive working relationships with students, acting as a role model and setting high expectations
* Be part of the team of staff who work in The Bridge, supporting the students in developing the expected skills for successful return to mainstream lessons – running programmes of support (e.g. anger management, counselling, building resilience, restorative conversations) and day-to-day support
* If students are unable to access the school curriculum, suitable alternative provision is made available in/out of school
* Create an environment where students learn and develop
* Maintain school standards and expectations, whilst responding to individual needs
* Helping to prepare students for life beyond school and each individual's future
* Promote independence and self-reliance in each individual
* Record and provide feedback to students in relation to progress (to include PSPs, Individual reports)
* Ensure parents/carers are an integral part of the support required for success for each of these students
* Reward students who reach individual goals and targets

**Support for Teachers**

* Liaise with teaching staff regarding individual support required by students (requiring additional support)
* Prepare intervention, deliver, monitor and review its impact
* Record student work and liaise with teachers regarding work, which needs completing in the R4L room

**Support for the School**

* Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person
* Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop
* Communicate and work collaboratively with all school staff to ensure student progress is maximised
* Be able to track, monitor and analyse student data in order to show impact and contribute to departmental reviews as required
* Contribute to the overall ethos/work/aims of the school
* Establish constructive relationships and communicate with other agencies/professionals to support achievement and progress of students

**Desirable qualifications or willingness to undertake training**

* Evidence of previous impact in schools or similar
* Excellent Literacy/Numeracy/ICT skills
* Specialist knowledge of practices e.g. emotion/anger management, counselling, building resilience, “forest schools work”
* Ability to organise, lead and motivate others
* Clear CPD evidence and current evaluation of strengths and areas to develop
* Ability to relate well to young people and adults