



Job Description

Main Purpose of the Post

To work under the direction and instruction of appropriate Teaching Staff and SENDCo, to support access to learning for all students and provide general support in the management of students and the classroom.

Duties & Responsibilities

SEMH Intervention Lead (SEND) responsibilities

- Support Catholic values and attitudes within the daily activities and practices of the school
- Under the guidance of the SENDCo, manage the SEN provision for a caseload of students with SEMH needs
- Work collaboratively with the SEND Leadership Team to provide support for groups of students and individual SEND learners
- Develop a range of strategies to help SEND students with barriers to learning to become more effective learners and raise their aspirations
- Develop intervention programmes to support students with identified SEMH e.g. ELSA
- Deliver planned SEMH intervention sessions for small groups and individual students with SEMH needs
- Develop programmes that support positive mental health
- Set, monitor and review termly measurable targets for students with identified SEMH needs
- Liaise regularly with parents and carers to provide termly SEND reviews and regular feedback on the progress of students against their termly SEMH targets
- Update Pupil Passports for students on the SEMH caseload
- Attend meetings regarding support for SEND students and families as required
- Deliver and disseminate SEMH specific training to the wider staff team, as appropriate
- Keep up-to-date with developments in strategies for working with SEMH students
- Develop plans to improve the attendance of EBSA students
- Review, oversee and further develop existing SEMH provisions
- Support with the transfer of skills developed during intervention sessions in to the classroom

Attendance

- Actively encourage good attendance for SEMH learners and work to remove barriers to school attendance

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Transition to Saint Pius

- Support and plan for the transition of SEND students with identified SEMH needs to St Pius X
- Support SEND students with identified SEMH needs who have transferred to Saint Pius during KS3 & KS4

Administration

- Support the SENDCo in maintaining accurate and up to date records of SEND students regarding intervention strategies and their outcomes
- Contribute to the development and review of procedures with the SEND department

Support for the School

- Be aware of and comply with policies and procedures relating to Child Protection, health, safety and security, confidentiality and data protection
- Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop
- Contribute to the overall ethos/aims of the school
- Support the role of other professionals
- Attend relevant meetings as required
- Assist with the supervision of students at lunchtimes
- Accompany teaching staff and students on visits, trips and out of school activities as required
- Participate in training and other learning activities and performance development as required
- Keep a CPD file

General

Post holders will be required to undertake basic skills training provided by the school. Appropriate knowledge of First Aid will be required.

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Person Specification

Experience	Essential / Desirable
Support for the Catholic ethos of the school	Essential
Demonstrate experience of working with 11-16 year olds	Essential
Demonstrate experience of working as part of a team	Essential
Understanding of job requirements	Essential
Qualifications & Training	
A degree or equivalent	Desirable
Basic ICT skills to include knowledge/use of internet	Essential
Willingness to undertake any training, deemed necessary and appropriate for the post	Essential
First Aid trained	Desirable
Experience of working with young people with SEMH needs	Desirable
Experience of delivering SEMH interventions	Desirable
Experience of working with a caseload of SEN students and parents/carers.	Desirable
Special Skills & Knowledge	
Good written skills	Essential
Good oral skills	Essential
Good interpersonal skills	Essential
Good organisational skills	Essential

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Ability to keep records	Essential
Ability to work on own initiative as well as part of a team	Essential
Personal Qualities	
An understanding of and commitment to equal opportunities issues both within the workplace and the community in general	Essential
Conscientious, honest and reliable	Essential
Good timekeeper	Essential
Ability to be flexible within the working environment	Essential
Patient, good humoured and approachable	Essential
Safeguarding	
Commitment to safeguarding and promoting the welfare of children and young people	Essential
A disclosure and barring service check at enhanced level	Essential

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