

## Job Description

### Special School Social, Emotional, Mental Health Behavioural Support Assistant

<b>Job title:</b>	Social, Emotional, Mental Health Behavioural Support Assistant	<b>Ealing GLPC Grade:</b>	Scale 6
<b>School:</b>	Special School	<b>Post No:</b>	
<b>Line manager:</b>	Deputy Headteacher/Senior Leadership Team		
<b>Hours:</b>	32.5 per week term time only		

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### Main purposes of the job

- This role requires experience of working with children of primary and secondary age who have special education needs.
  - To work under the supervision of the Learning Mentor, to research, plan, deliver and assess behaviour nurture-based SEMH interventions for individuals and groups of pupils, creating programmes with colleagues
  - To support the Learning Mentor to deliver and resource SEMH-based interventions with a range of identified pupils across the school, with support as required.
  - To promote safeguarding and welfare of children and young people within the school.
  - To create and maintain purposeful, orderly nurture-based learning and play environment and resources
  - To promote positive behaviour strategies across the school, measuring impact and adapting provision, with guidance as required.
  - To understand that trauma, attachment, adverse childhood experiences can impact on a child's behaviour and implement nurture based interventions to support
  - To train and support other staff in behaviour strategies, positive play and positive handling and de-escalation techniques, alongside Learning Mentor
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### Main duties and responsibilities

1. Ensure that the pupils are behaving appropriately, in line with the school's behaviour policy, including in the classroom, playground and during break times
2. To encourage pupils to interact and engage with others in activities led by the teacher or learning mentor, which might include participating in physical activities with the pupils
3. To have a working knowledge of complex special needs and be able to use appropriate strategies to support pupils' behaviour and welfare, including positive handling techniques,
4. To advise class staff to promote appropriate behaviour particularly when working with pupils with more challenging behaviours
5. To engage with the pupils and ensure that they are active in purposeful and co-operative behaviour throughout the day, ensuring that play activities are appropriate to their age and disability
6. To recognise that some pupils have communication difficulties and to use alternative communication techniques if required, including basic Makaton
7. To assist with general pastoral care of pupils, including helping pupils who are unwell, distressed, have behavioural or emotional difficulties

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8. To take reasonable precautions whilst in charge of the pupils to see that they do nothing that is likely to injure themselves or others
9. To assist the pupils with personal care needs which may include social, health, hygiene and welfare matters. This could include agreed manual handling procedures and following a programme for prescribed medication, under agreed guidance
10. To accompany learning mentor and pupils on visits, trips and out of school activities within contracted hours as required
11. To act sensitively to pupils' differing and changing needs at all times.
12. Lead work as part of a team in the development of positive behaviour programmes for pupils
13. Maintain and keep relevant, basic records e.g. those related to group or individual interventions, with support and supervision from the Learning mentor, appropriate teachers or teaching assistants
14. To record notes and communicate effectively with other professionals within Multi disciplinary team
15. To contribute to, plan and deliver an imaginative programme of activities, which offer children choice, new experiences and skills through which they gain in self-confidence, self-regulation and learn how to relate to others, with support
16. To monitor activities in order to make changes to the programme if needed, under supervision of the Learning Mentor
17. To identify and promote the inclusion of all pupils, ensuring equal access and opportunities, promoting equality and diversity
18. To follow the schools' guidance on health and safety, manual handling, outdoor play and personal care needs and keep the appropriate person informed of any information that may relate to a child's health and safety
19. To work in an environment where there is a varied intensity of demands from the pupils and where physical intervention may be needed to ensure the safety of the child and others
20. Actively participate in staff meetings and any appropriate training when required
21. Maintain good working relationships and communication with colleagues and parents/carers as required
22. Be a strong, positive role model for the pupils and other staff
23. To undertake broadly similar duties commensurate with the level of the post
24. To adhere to all the school's policies
25. To be aware of and comply with policies and procedures relating to child protection, anti-bullying, health, safety and security, SEN/inclusion and data protection reporting all concerns to the appropriate person
26. In the event of any injuries, deal immediately with the situation referring to the appropriate person and following the school's policy and procedures
27. To log any safeguarding or behaviour concerns on school systems, with support from Learning Mentor as required
28. To assist with the supervision and safety of pupils throughout the school day

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**Signatures – line manager and job holder**

<b>Signature of Manager:</b>	_____	<b>Date:</b>	____/____/____
<b>Signature of post holder:</b>	_____	<b>Date:</b>	____/____/____

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