



Student Support Officer x2
November 2024

**The
Boulevard
Academy**



Dear Applicant,

Thank you for enquiring about the position of Student Support Officer at The Boulevard Academy. As Interim Headteacher, I feel fortunate to work with an outstanding and dedicated team of colleagues who are working well our students and community.

The Boulevard Academy opened in September 2013 as a result of a need to offer greater opportunities for children locally, to learn and develop in a way that's best for them and our aim is to offer learners and parents a community-centred secondary education.

I firmly believe that every child has unique skills and talents and that they should be given every opportunity to develop them. I hold an unwavering expectation that all children can and will succeed.

I want to ensure:

- That every child makes progress, no matter what their starting point
- That our teaching will be matched to needs
- That we support our community.

A recent physical expansion has led to increased student numbers and wider specialist provision for specific students.

CPD and innovative staff development is how we develop and grow. Staff joining us will have opportunities for development at all levels and I encourage all staff to actively contribute their ideas in developing new ways of working.

I look forward to reading your application and meeting you

Ray Khan

Interim Headteacher





Welcome to The Boulevard Academy

Our Mission Statement:

To work with all our students to assist them to develop the high expectations, academic and life skills that will best help them to be successful. Fostering personal confidence and happiness, we will challenge students to take responsibility for building a better world for the next generation.

We are one of three secondary schools in a developing Multi-Academy Trust (Thrive Co-operative Learning Trust) that currently consists of 10 schools.



The Boulevard Academy, 75 Massey Cl, Hull HU3 3QT
Tel: (01482) 217898 | Email: people@thrivetrust.uk





**Welcome from
Thrive Co-operative
Learning Trust Chief
Executive Officer
(CEO), Jonathan
Roe**

On behalf of Thrive Co-operative Learning Trust, I would like to thank you for your interest in working with us.

Our mission is to *inspire pupils to thrive in life*. We work cooperatively as a multi-academy trust to enable each pupil, school, and community to reach their fullest potential, and to aspire living our co-operative values.

We hope that you would like to join us in this mission.




Our Values



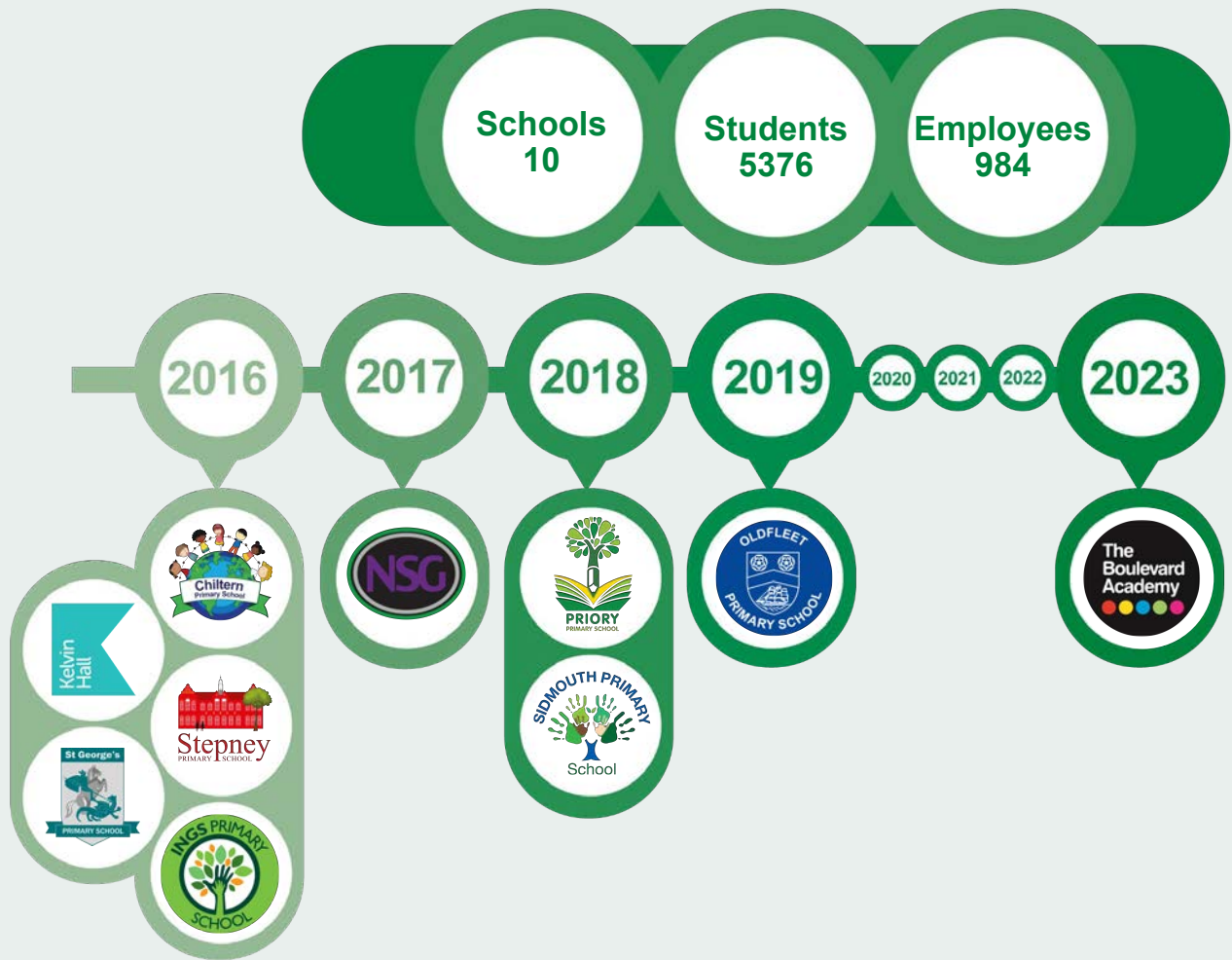
Thrive Mission Statement *Inspiring pupils to thrive in life*

Thrive Co-operative Learning Trust **understands thriving to mean learning**, and learning to mean **growing in knowledge, self-reliance and in responsibility towards others**. Achieving this will allow pupils and staff to **develop a sense of agency and co-agency**, which is the awareness that we are powerful and can affect change, that life is something to be grasped rather than something that happens, and that we have maximum impact when **we work together for the common good**. This sense of agency plays out at three scales as it affects the future of **the individual, their community (local and national), and their planet**.

View our Thrive Charter here... 



Our Journey so far...

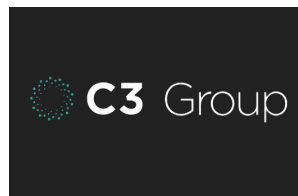


Our Partners

Our ongoing partnerships with the following organisations



Our partnership with the Reach Foundation is leading us to develop a 'Cradle to Career' model across our three schools in HU3 - and later across the whole of Thrive.



Our recent partnership with C3 Group has brought us closer to achieving our goal of net-zero emissions, reinforcing our pledge to create a more sustainable future for our students, staff, and the wider community.



Yorkshire 100 aims to identify 100 future school leaders and take them on a development journey of peer-led support and cutting edge national and international school development.



Coop Schools provides services and support for the network of cooperative schools, strengthening school improvement and local accountability.



Student Support Officer
Salary: Grade 4 Point 5 - 7 (£21,295 - £21,977 actual salary per annum)
Hours: 37 hours per week, Term Time plus 5 days
Monday - Thursday 8:15am to 16:15pm and Friday 8:15am to 15:45pm
Permanent
Start date: ASAP

The Thrive Co-operative Learning Trust is responsible for nine schools across Hull; two secondary and seven primary. A Thrive school is one that is a dynamic community of staff, pupils and their families all focussed on one thing - *inspiring pupils to thrive in life*.

The Boulevard Academy aims to create a positive learning culture that is aspirational and supportive, with excellent opportunities for professional development.

We are looking for someone who believes in building strong relationships with students and families and is willing to go the extra mile to support them in being successful both in and outside of school. The role is to provide support and guidance to students, including support programmes to enable access to learning for pupils and to assist in the management and care of pupils around the school. You will possess excellent communication skills and work closely with parents/carers.

Should you wish to have an informal and confidential discussion and/or arrange a visit, please call us on 01482 217898 or email info@theboulevardacademy.com and we will be happy to facilitate this.

Closing date: Friday 8th November 2024, 9:00am

Interview date: Week commencing 11th November 2024

As part of Thrive Cooperative Learning Trust's commitment to safer recruitment processes and in accordance with statutory guidance: [Keeping Children Safe in Education](#) an online search will be undertaken on all shortlisted candidates.

Please note, we do not accept CVs, applications must be submitted using our application form.

Our commitment to Safeguarding: Thrive Co-operative Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Each school has a robust Safeguarding Policy and all staff receive training relevant to their role at induction and throughout their employment.

A candidate's suitability to work with children will be explored at all stages of the recruitment process. The successful applicant will, in accordance with statutory guidance, be subject to a comprehensive pre-employment checking process including receipt of a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS), a Children's Barred List check, a Section 128 Management Check if relevant, Prohibition check and overseas checks as applicable, identity check, medical clearance, proof of qualifications, satisfactory references and a check regarding their eligibility to work in the UK.

This role involves contact with children and provides regular access to children, therefore it is 'regulated activity'. As such, this post is exempt from the Rehabilitation of Offenders Act - 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Our commitment to equality and diversity: Thrive Co-operative Learning Trust recognises and celebrates the diversity of its schools and their communities. There is a shared commitment across the Trust to develop further a culture of respect, where discrimination is not tolerated, and individuals are treated equitably and fairly and feel a sense of belonging.

Please visit [Thrive Trust website](#) to view our Job Applicant's Privacy Notice, which explains how we collect, store, and use personal data about individuals applying for jobs at our school.



Job Description



Post Title	Student Support Officer
Grade	4
Location	The Boulevard Academy
Reporting to	Year Leader, Assistant Year Leader & SLT

Key Responsibilities

1. Work alongside the Pastoral Team to provide a high quality pastoral and learning support to students and to support students to go into lessons promptly.
2. Work alongside the year leaders to provide support for students who present challenging behaviour. To implement agreed support strategies.
3. Liaise as needed with parents in meetings and by telephone
4. Contribute to the supervision of students before school, at break, lunch and detentions.
5. Establish productive working relationships with students, acting as a role model.
6. Assist with investigating incidents and use restorative practice to resolve problems
7. To work flexibly in the interests of the school as required.
8. To participate in school support staff professional development and undertake staff development activities as appropriate, attending any relevant training and/or meetings.
9. To work in a professional manner with integrity, maintaining student and staff confidentiality.
10. To comply with the school policies and codes of practice in relation to Health and Safety, Equality and Diversity
11. Any other duties of a similar nature and level of responsibility as requested by the Leadership Team.

Safeguarding Children

Thrive Co-operative Learning trust is committed to safeguarding and promoting the welfare of our pupils and young people. Each school has a robust Safeguarding Policy and all staff will receive training relevant to their role at induction and throughout employment at the school. We expect all staff to share this commitment. All post holders are subject to a satisfactory Enhanced disclosure from the Disclosure & Barring Service (DBS) and satisfactory employment references, as well as identification and qualification checks which will be required before commencing duties.

Responsibilities for Staff:	None
Responsibilities for Customers/Clients:	Safeguarding and promoting the welfare of children. Work with Pastoral Year Leaders to support students with their behaviour for learning and support with student supervision during lunch, break and detentions
Responsibility for Budgets/Financial Resources:	None
Responsibility for Physical Resources:	None

		E	D	How Identified
Qualifications	GCSE Grade C/4 (or equivalent) in English or willingness to work towards.	✓		C
Relevant Experience	Experience and motivation to work with children and young people and/or vulnerable adults.	✓		AF, I, R
	Experience of working in a school environment or similar for at least 1 year	✓		
	An understanding of the various barriers to learning, particularly related to those that would affect behaviour	✓		
Skills & Abilities	Motivation to work with children and young people	✓		AF, I, R
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓		
	Ability to prioritise workload and work under pressure	✓		
	Good numeracy and literacy skills		✓	
	An understanding of issues from a student, parent/carer and school perspective	✓		
	Ability to work both on your own initiative and as part of the wider school team and to work in a creative way, showing flexibility in unplanned situations	✓		
	Commitment to the safeguarding and promotion of the welfare of young children	✓		
Knowledge	A knowledge and commitment to safeguarding and promoting the welfare of children and young people	✓		AF, I
Interpersonal/ Communication Skills: Verbal Skills	Ability to establish professional, effective working relationships with a range of partners/colleagues and children & young people	✓		AF, I
Training	Commitment to ongoing professional development	✓		
	Health & Safety and/or First Aid Training		✓	
Disclosure & Barring Service	The successful candidate's appointment will be subject to the school obtaining a satisfactory enhanced disclosure from the Disclosure & Barring Service and Children's Barred list check	✓		DBS
	This post is exempt from the Rehabilitation of Offender Act 1974 the candidate is required to declare full details of everything on their criminal record.	✓		(after short listing)



How to apply



Application forms can be downloaded from TES or Eteach and should be returned via email to people@thrivetrust.uk

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact 01482 217898 or info@theboulevardacademy.com

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