

Job Description



As well as the responsibilities set out below there may on occasion be reasonable requests for other duties not listed. These will always be within the scope of your role and capability.

Job Title	Student Support Worker	Location	Mangotsfield School	Hours	35
Reports to	TBC	Line Manages	N/A	Grade	9
Qualifications: NVQ Level 3 Learning Development and Support Services or equivalent or extensive relevant experience in a similar or related post					
Role Profile					
<p>The postholder will be expected to act as an adult role model and has a responsibility to promote and safeguard the safety and welfare of pupils and students in accordance with CSET/School policies and procedures and any associated guidance. They will need to identify, plan for and provide high quality support for vulnerable students at the school so that they have the opportunity to reach their potential. Part of this role will be to supervise students creating a safe environment, helping them modify behaviour and therefore achieve their full potential. They will develop effective strategies of overcoming barriers to learning for vulnerable students through individual and small group mentoring programmes and to establish and foster effective links with other agencies, as required.</p>					
Person Specification					
<p>It is essential that you will have the ability to promote and safeguard the safety and welfare of students in accordance with CSET wide and school policies. You will be personable, approachable and a self-starter. You will be willing to learn and be interested in developing new skills. You'll have great organisational skills and be able to multitask. You'll be able to deal helpfully, politely and tactfully with colleagues, parents, pupils and senior management. You can manage your own workload and meet deadlines, which may at times be competing. You'll have the ability to remain calm and de-escalate situations whilst upholding confidentiality at all times.</p>					
Responsibilities					
<ul style="list-style-type: none"> ● To work closely with school staff, other professionals, parents and students, to identify and provide a clear, concise and consistent approach in supporting behaviour management. ● To work closely with agencies (when necessary) to facilitate access to specialist support services for students with barriers to learning, ● To support/ observe students in order to plan or monitor interventions, ● To establish, develop and implement individual and small group interventions/programmes to increase engagement and to improve student attendance, develop confidence and self- esteem through a student centred approach, maintaining appropriate records and providing written reports as required. ● To monitor these interventions/programmes and evaluate their impact on student progress, behaviour, confidence, self esteem and attitudes. 					

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- To develop positive relationships with pupils with a particular focus on the most vulnerable, disadvantaged and challenging young people.
- To liaise with families of vulnerable pupils, to help identify personal, community, family and school based issues which are having an adverse effect on individual students and signpost families to other sources of support as appropriate.
- To support the Behaviour Lead in monitoring and improving-behaviour and identifying child protection concerns.
- To maintain confidential reports and case notes, record care plans and risk assessments in accordance with school guidelines.
- Provide feedback/reports to the Behaviour Lead and the senior leadership team, as required.
- To be first aid trained and part of a team who respond to illness and injury within the school.
- To investigate incidents at school, inform parents and support the students involved
- To support with the schools behaviour management system, including RTL supervision and lunchtime duties
- Carry out any other reasonable tasks within job scope