



Key Responsibilities

Emotional and Pastoral Support

- Deliver planned ELSA sessions to individual pupils or small groups
- Support pupils with:
 - Emotional regulation
 - Friendship and social skills
 - Self-esteem and confidence
 - Anxiety, loss, change, or worry
- Build warm, trusting relationships that help pupils feel safe and understood
- Provide support that is developmentally appropriate for primary-aged children

Planning and Monitoring

- Identify pupils' emotional needs in collaboration with the SENCo and class teachers
- Plan, deliver, and review short-term intervention programmes
- Keep clear, confidential records of sessions and pupil progress
- Adapt support flexibly to meet the changing needs of pupils in a small school

Working as Part of a Small Team

- Work closely with teachers, teaching assistants, and senior leaders
- Contribute to discussions around pupil wellbeing, behaviour, and inclusion
- Support transitions (e.g. EYFS to KS1, KS1 to KS2, joining or leaving the school)
- Be visible and accessible within the school community (e.g. informal check-ins as appropriate)

Safeguarding and Wellbeing

- Maintain high standards of safeguarding in line with school policy
- Understand the boundaries of the ELSA role and seek support when needed
- Promote positive wellbeing for pupils at all times

Professional Responsibilities

- Attend ELSA supervision sessions
- Engage in relevant training and professional development
- Reflect on practice and contribute positively to the wider life of the school



Person Specification

Essential Criteria

Qualifications / Training

- ELSA training completed or a commitment to undertake training, willingness to complete.
- GCSEs (or equivalent) including English and Maths

Experience

- Experience working with primary-aged children
- Experience supporting children with emotional, social, or behavioural needs
- Experience working in a school or similar child-centred setting

Skills and Knowledge

- Understanding of children's emotional and social development
- Ability to communicate sensitively with children and adults
- Ability to work flexibly in a small school environment
- Good organisational and record-keeping skills
- Understanding of safeguarding and confidentiality

Personal Qualities

- Warm, calm, and approachable
- Empathetic and emotionally resilient
- Able to build strong relationships across the school
- Flexible and willing to adapt to the needs of a small setting
- Committed to inclusion and pupil wellbeing

Desirable Criteria

- Experience in a small primary school
- Experience supporting pupils with SEND
- Knowledge of trauma-informed or nurture-based approaches
- Relevant qualification in childcare, education, psychology, or wellbeing
- Experience supporting playground or unstructured time wellbeing

Additional Information

- This role forms part of the school's pastoral and inclusion support
- The ELSA supports pupils but does not replace specialist external services
- The post is subject to an enhanced DBS check