

Job Description

Role:	Student Support Leader (Behaviour & Attitudes)
Responsible to:	Assistant Principal
Based at:	Stantonbury School, Stantonbury, Milton Keynes
Hours:	37 hours per week / 39 weeks per year
Grade:	Grade H - Point 14 £23,484.71 per annum pro rata, FTE £27,334.00 per annum

Job Context

To enable all students to make as much progress as possible, and to develop as confident, well-educated and happy young people. To work with students to help them improve their behaviour and attitudes so that they can thrive in school

Key responsibilities

1. Liaise with the pastoral team to identify students who would benefit from behaviour support
2. Provide intervention sessions for individuals and groups of students that help them to understand and improve their behaviour and attitudes
3. Manage the internal suspension space so that it meets the aim of being an alternative to fixed term suspension

Specific responsibilities

Key responsibility 1

- Working with other student support leaders and heads of year evaluate trends and patterns in student behaviour and identify students who would benefit from additional support
- Assess the behaviour needs of students
- Liaise with external agencies regarding students with behaviour needs where appropriate
- Identify and agree interventions that could be employed with students to improve their behaviour

Key responsibility 2

- Plan and deliver intervention sessions that help students improve their behaviour and show better attitudes
- Keep records of intervention sessions to evaluate their effectiveness
- Keep the pastoral team and parents where appropriate, informed of successes and progress

Key responsibility 3

- Establish and maintain an appropriate and effective environment in the internal suspension space
- Provide students with clear expectations and insist that these are met when in internal suspension
- Establish and maintain highly effective routines in the internal suspension room
- Ensure that students have meaningful and appropriate work or activities when in internal suspension
- Keep accurate records of student engagement with the internal suspension process and inform the pastoral team of progress

General responsibilities

- Keep up to date case notes detailing work with students and families
- Monitor and keep under review pastoral support plans with relevant staff
- Active supervision of students at the start/end of the day, lesson changeover and nominated break and lunch times.
- Give safeguarding and safety the highest priority: ensure that safe working practices are adopted by employees and in premises/work areas for which the post holder is responsible
- Work in compliance with the Codes of Conduct, regulations and policies of the school and its commitments to equal opportunities.
- Ensure that output and quality of work is of a high standard and complies with current legislation/standards.
- Act as a first aider and/or fire warden when suitably trained.

The duties of this post may vary from time to time without changing the general character or the level of responsibility entailed.

This job description will be reviewed from time to time as this post develops.

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description, but which is within the remit of the role, duties and responsibilities.

Tove Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff & visitors to share this commitment.

To apply please send an application form and covering letter to

recruitment@stantonbury-tove.org.uk

Deadline is noon on Monday 13th May 2024

Candidates may be interviewed prior to deadline.

Person Specification

Experience and Skills	Essential	Desirable	How evidenced
Experience of working with teenage children	•		A,I,R
Experience of working in schools		•	A,I,R
High level of organisational and administration skills	•		A,I,R
Ability to work with others	•		A,I,R
Knowledge			
Knowledge of behaviour management approaches in schools	•		A,I,R
Knowledge of safeguarding and child protection procedures	•		A,I,R
Education, training and qualifications			
Good level of written and spoken English	•		A,I
Good level of IT literacy	•		I
First Aid at Work qualification		•	A

A = Application form, I = interview, R =reference