



JOB DESCRIPTION

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| Job Title: | Behaviour Support Worker |
| Salary: | TPAT Point 6 |
| Responsible to: | Assistant Headteacher (Behaviour) |
| Direct Supervisory Responsibility for: | None |
| Important Functional Relationships: Internal/External: | TPAT, Local Monitoring Committee, Teachers, Support Staff, Pupils, Students, Parents/Carers, External Professional Bodies |

Main Purpose of the Job:

- To work with and support individuals and groups of pupils with pastoral, emotional and behavioural difficulties.
- To promote and develop good social skills between pupils and help to resolve friendship and social issues around the school.
- To work with parents and outside agencies to ensure the health and well-being of pupils.
- To support the behaviour team in the consistent implementation of the behaviour policy, with a particular focus on the operation of the school's 'on call' system.
- To supervise individual and small groups of students who are temporarily out of lessons to access behaviour support.

Main Duties and Responsibilities:

Working with Children and Parents

- To support the behaviour team in the effective implementation of the behaviour policy, with a particular focus on the operational elements.
- To work with children, developing positive relationships and providing appropriate support.
- To support children's mental health and well-being by helping them to deal with friendship and social issues.
- To develop home/school links, which encourage good communication between the school and families.
- To promote and facilitate parental understanding of a child's needs.
- To support and advise parents sensitively to help them improve their parenting skills and create an appropriate home environment in which children feel safe and which encourages the development of their self-esteem and resilience.
- To signpost and, where appropriate, refer parents to services delivered by external agencies.
- Work with outside agencies as and when required to support their work with children and families at the school.
- Work with families whose children are at risk of suspension from school.

- To follow and adhere to all agreed Child Protection and Safeguarding policies and procedures.

Co-ordination and Liaison with others

- To liaise on a regular basis with the Assistant Headteacher to discuss work carried out with vulnerable children and their families, is having a positive impact.
- To liaise with social workers, family workers as required and to attend Team Around the Family (TAF) meetings where necessary.
- To develop links with agencies that provide and promote learning opportunities for parents and carers.
- To keep careful, consistent and high-quality up-to-date records of meetings and incidents following the school protocols.
- To comply with the Trust's confidentiality, code of practice, data protection and health and safety policies.

General / Other

- To ensure that pupils' needs are prioritised and to have a clear sight of how this role impacts on the School's and the Trust's pupils at all times;
- To act as a Trust team member and provide support and cover for other staff where needs arise inclusive of occasional work at other sites within a reasonable travel distance;
- To be aware of and adhere to all School and Trust policies and procedures;
- To undertake mandatory training as required by the School / Trust;
- To be responsible for your own continuing self-development and attend meetings as appropriate;
- To undertake other duties appropriate to the post as required.

This job description is not exhaustive and does not form part of your contract of employment. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document will be reviewed annually as part of the appraisal process or as appropriate.

The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities.



PERSON SPECIFICATION – Behaviour Support Worker

| Person Specification | Essential | Desirable | Recruiting Method |
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| Education and Training | Attainment of GCSE's grade C / NVQ level 2 or above in English & Maths (or able to demonstrate equivalent levels of numeracy & literacy) | Working towards attainment of a recognised qualification | Application Certificates |
| Skills and Experience | <p>Good standard of practical knowledge, skills and experience of supporting and working with young people and their families within a learning environment</p> <p>Understanding of behaviour and strategies to support children and remove barriers to learning</p> <p>Building relationships with children and their parents, particularly the most vulnerable</p> <p>Develop and sustain professional working relationships with children and their parents, schools, health and local authority staff based on mutual trust and respect for individual rights and cultural needs and the promotion of equality and diversity</p> | <p>Relevant experience to include providing specialist support to young people</p> <p>Experience of working and communicating effectively with relevant agencies</p> | Application Interview Assessment |
| Specialist Knowledge and Skills | <p>Ability to work with a range of people with the aim of ensuring the safety and welfare of children</p> <p>Effective listening and communication skills</p> <p>Well organized</p> <p>Calm and approachable</p> <p>ICT and administrative skills</p> | <p>Knowledge of legislation and guidance on safeguarding and working with young people, including knowledge of the responsibilities of schools and other agencies</p> <p>Trauma Informed Training</p> <p>Emotional based coaching</p> | Application Interview Assessment |
| Behaviours and Values | An interest in young people and an ability to relate well to children and adults | | Application Interview Assessment |

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| | <p>Demonstrates an ability to cope with stressful / conflict situations</p> <p>Able to hold challenging conversations and maintain a calm manner at all times</p> <p>Ability to work to deadlines and methodical approach to work</p> <p>Displays an awareness, understanding and commitment to the protection and safeguarding of children and young people</p> | | |
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