

HARTLEY BROOK PRIMARY ACADEMY



Astrea Academy Trust
INSPIRING BEYOND MEASURE

Behaviour Support Worker

CANDIDATE PACK



Open Letter from our Principal

Hello and thank you for expressing your interest at Hartley Brook.

I am truly honoured and privileged to be the Principal at Hartley Brook Primary School. I am very passionate about the school and feel incredibly proud of the pupils. We have developed a strong and caring whole school community, which has helped us go from strength to strength.

The thoughtful and supportive staff ensure children are at the centre of everything we do. We want to provide our children with the best start in life and support them to become ambitious and prepare for life beyond the classroom.

At Hartley Brook we have high expectations of both learning, progress, and ensure children are given the opportunity to reach their full potential. We have an inclusive curriculum and all children regardless of their ability are able to access all areas of the curriculum. Hartley Brooks values (tenacity, scholarship, unity, responsibility, and curiosity) underpin everything we do on a daily basis.

We aim to enrich the lives of our children by providing opportunities to attend extracurricular activities. Children demonstrate true resilience and perseverance and have achieved some amazing results in sports events.

Staff work hard to create a supportive, friendly and nurturing environment, which enables all children to feel safe and know they are listened to.

Claire Costello

Principal at Hartley Brook Primary Academy



We can offer you:

Enthusiastic and caring children who are keen to learn.

An opportunity to be part of an inspiring team that plays a central role in the broad and diverse community it serves.

An opportunity to make a difference to the lives of the young people and families in Sheffield.

Commitment to your continuing professional learning and career development.

A hardworking team who are committed to promoting high achievement across the curriculum and school .

A good humoured, industrious, highly skilled and enthusiastic staff team.

Supportive and effective leadership.

Access to the Local Government Pension Scheme and our Employee Assistant Programme.

Astrea Academy Trust is fully committed to being diverse and inclusive workforce where together we can embrace each other's unique individuality, background and heritage. We believe that by reflecting and representing the communities and people we serve, we will better and further the life chances of our pupils.



Job Description

JOB TITLE:

Behaviour Support Worker

REPORTING TO:

Vice Principal

SALARY RANGE:

£30,559 - £33,401 per annum

ACTUAL SALARY IF PRO RATA:

£26,369 - £28,821 per annum

CONTRACT TYPE:

Permanent

WORKING PATTERN:

Full Time – 37 Hours Per Week

Monday to Friday – 8:00am until 16:00pm (15:30pm on Fridays)

Term Time Only Plus Inset Days



Role Description

Purpose

The Behaviour Support Worker is required to work with the Pastoral team to raise standards of student behaviour and conduct throughout the school day, both in the classroom and the wider school

Main Duties and Responsibilities

- Work with the Senior Leadership Team in raising standards of student behaviour and conduct within the Alternative Provision
- Support teaching staff in the implementation of the Astrea Behaviour and Culture Framework
- Work with the Senior Leadership Team in the development and monitoring of strategies and procedures for improving and maintaining student behaviour and conduct
- Support Pastoral staff in maintaining our core routines, supporting pupils in understanding and applying our behaviour curriculum
- Support pupils in meeting our core routines by visiting pupil/lessons
- Re-engage pupils with their learning in the classroom
- Manage pupils displaying challenging behaviour
- Use a range of strategies and techniques to de-escalate negative behaviour
- Support pupils when required and as requested

- Carry out duties on morning arrivals, break and lunch time and end of the school day
- Have a visible presence around the school
- Liaise with parents and carers as and when required
- Support Pastoral, Curriculum and Attendance teams in empowering students to make the right choices about their own learning, behaviour, punctuality and attendance
- Provide feedback to students in relation to behaviour, punctuality and attendance
- Arrange and facilitate restorative meetings between students and staff
- Contribute to the overall ethos/work/aims of the school
- Facilitate effective contact between the Academy and parents/carers by logging calls and actions on Bromcom and updating colleagues as appropriate
- Support the pastoral provision with record keeping
- Triage pupils who have caused disruption to learning in lesson and need to be placed in appropriate regulation area
- Identify pupils who have been sent to regulate and liaise with relevant members of the pastoral team
- Attend and actively participate in team and academy meetings and attend/support events such as Parents Evenings and Curriculum activities as required
- Prioritise and manage your own time effectively to balance all the demands made in this role.

All employees are required to meet the expected level of performance necessary for undertaking their role, whilst demonstrating positive behaviours in line with Astrea Academy Trust Values

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all employees to share this commitment

All employees are required to comply with all Astrea Academy Trust statutory and school policies and act in accordance with them as necessary

All employees are required to demonstrate a continued commitment to professional development and undertake all relevant mandatory training associated with their role

This list of key responsibilities is not intended to be exhaustive and is a general outline of the typical duties and responsibilities expected to be carried out whilst accepting that these may vary.

Person Specification

Experience

- Experience of working with children / young people in an educational setting or other relevant setting e.g., volunteering with young people
- Experience of working in a pastoral role within an educational or similar setting
- Experience of working with children with challenging behaviour

Education and Qualification

- GCSE's, grade C/4 or above, or equivalent, including English and Maths
- Level 2 qualification or above in a relevant subject or a willingness to work towards

Skills and Knowledge

- Excellent communication and interpersonal skills
- Ability to relate well to children and to adults
- Knowledge of data recording systems within schools
- Understanding of how to work with and engage students
- Knowledge of how to establish high expectations
- Understanding of legislation and procedures relating to safeguarding and welfare and protection of children
- Ability to prioritise own workload with minimal supervision

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy



About Astrea

Astrea is an ambitious, dynamic and young trust with a mission to tackle historic educational disadvantage and raise quality standards across all of our schools. Our academies are based across South Yorkshire and Cambridgeshire, often in areas or at schools which have experienced generationally poor educational opportunities. Our role is to change that. We have grown rapidly over the last four years and now educate around 14,000 students in 27 academies and settings. Whilst our educational outcomes have improved over the last 4 years, they are not yet as strong as we would like them to be, nor as strong as our students and communities deserve. With this in mind, we are entering a new period in our development. We are increasingly clear and specific about our vision for behaviour, curriculum and teaching quality.

Key Characteristics of our academies:

- High aspirations, with a firm emphasis on academic attainment
- A knowledge-rich curriculum that develops a general knowledge of the world not simply for progression for the workplace, but for the love of the acquisition of knowledge
- A calm and purposeful learning environment built on mutual respect and centralised behaviour systems
- Outstanding pastoral care with the provision of specific trust delivered SEMH services where appropriate to the pupil
- Standardised reading and arithmetic catch-up programmes for pupils where this is relevant that are taught by specialists
- Active parental and community involvement
- A broad range of extra-curricular activities including sports, music, performing arts and academic clubs

Objectives for pupils:

- Encourage all children to be confident, hard-working and ambitious, regardless of background
- Transmit a core body of knowledge to all pupils and the ability to think for themselves in order to be aware of the world around them
- To be active and thoughtful participants in their local community
- To be successful in achieving their qualifications at both GCSE and A Level

A knowledge-rich education:

- By a knowledge-rich education we mean a rigorous and extensive, knowledge-based education that draws its material and methods from the best and most important work in both the humanities and the sciences.
- The aim of a core-knowledge education is not primarily to prepare pupils for a job or career, it is more to transform their minds so that they are able to make reasonable and astute judgments and engage fruitfully in conversation and debate – not just about contemporary issues, but also about the universal questions that have been troubling mankind throughout history.
- We want children to leave our schools with the confidence that comes from possessing an essential general knowledge. A knowledge-rich education should not confine itself to the Western canon, but should embrace other cultures and traditions. What that canon includes will be subject to review, but will always be closely connected to the history and the present nature of the society in which we live, including our international connections.

View the [Astrea 2025 Strategy here](#)

HARTLEY BROOK
PRIMARY ACADEMY

Astrea Academy Trust are delighted to be part of such an important movement, which will ensure we have the guidance to challenge attitudes towards disability, tap into wider talent pools and help all individuals across the Trust fulfil their potential and realise their aspirations. As a Disability confident employer we have pledged to promote a culture that ensures there are no barriers to the development and progression of disabled staff.

Astrea Talent Programme

We believe that everyone has talent. At Astrea, we want your career to flourish, nurturing potential through the Astrea Talent Programme. This provides a defined career pathway, with associated personal and professional development way points and opportunities, funded by the Trust, wherever you start on the pathway. From apprentice to senior leader, we are devoted to growth and fulfilment. We want you to realise your ambition plus competence towards a brilliant education for all our pupils, giving them the opportunities they truly deserve.

Here at Astrea Academy Trust we know that diversity fosters creativity and innovation. We are committed to developing and retaining a workforce that is representative of the diverse communities that we serve. We are committed to equality of opportunity, to being fair and inclusive and building our culture of belonging. We therefore particularly encourage applications from candidates who are likely to be underrepresented in Astrea's workforce. These include people from Black, Asian and minority ethnic backgrounds, disabled people, LGBTQI+ people, and men.

