



## Job Description

### Pastoral Support Lead - Primary

#### Post Details

Salary: SCP 12 -13 depending on experience £26,421 -£26,873 FTE (Basic pay £19,628 - £19,886, 30 hours a week, 0.74 of FTE)

Location: Culham, Oxfordshire

Contract type: Term Time only

Reporting to: Deputy Heads of Primary

#### Europa School UK

The Europa School specialises in languages and offers multilingual, multicultural education, leading ultimately to the International Baccalaureate Diploma Programme. Our primary school follows a unique bilingual curriculum and in secondary our students follow the International Baccalaureate Middle Years and Diploma Programmes. We are an IB World School and an all-through free school of pupils aged 4 to 19.

#### Job Description

To take a lead role in supporting the engagement, behaviour and attendance of learners who may need additional help to overcome a range of barriers to learning.

The role of the Pastoral SupportLead involves setting appropriate boundaries for students who have additional behavioural needs as well as supporting students with medical needs to take full advantage of the education on offer.

As a result of your strength of practice you will be able to share ideas and strategies with other support staff, to aid their development in these areas.

Under the direction of the Primary Deputy Heads and SENCo, your Key Accountabilities:

- To promote the participation and engagement of students throughout the school day
- To implement strategies to support students to overcome barriers to achievement
- To support the development of Individual behaviour plans to support students who are experiencing difficulties or demonstrating behaviours which challenge at school
- To support the schools' aims, values and policies



## **Main duties**

- Facilitate and deliver individual or group strategies and interventions to students, supporting them to fully benefit from the educational, personal or social opportunities.
- Work under the direction of senior staff to identify the needs of specific students
- Help develop appropriate interventions and support with assessment and regular reviews of these interventions
- Provide direct personal, practical, medical and pastoral support, in accordance with agreed action plans/programmes, to students who are experiencing personal/social/educational/medical difficulties at school.
- Work directly with teachers and TAs to identify the practical and personal needs of children requiring additional support at school and to advise and assist in modelling and implementing strategies to support them
- Be a visible presence throughout the school day, particularly at the beginning of the day and during break and lunch times
- Respond to behaviour incidents during the school-day, supporting co-regulation and re-engaging the students
- Develop effective knowledge of a range of strategies to support students with their behaviour and engagement
- Contribute to the communication with parents to support positive outcomes for the students, offering support, advice and guidance
- Maintain appropriate records of support offered to students and contact with parents
- Attend and contribute to meetings in relation to learners' progress and or welfare
- Contribute to the development of resource materials for use in school to promote positive behaviours
- Use de-escalation techniques to manage behaviours which challenge
- Share and model good practice with school staff when supporting the development of positive behaviours
- Help to support training delivery both internally and externally
- Contribute to reviews of any plans in place for individual students
- Report or evaluate work undertaken
- Undertake other reasonable duties as shall be requested by the senior management after consultation



## **Other areas of responsibility - Safeguarding**

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, PREVENT) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

## **Person Specification**

### **Qualifications and training**

- Qualification or relevant experience working with children with SEND or other support needs (e.g. short-term behavioural problems)

### **Experience**

- Experience working in a school environment or other educational setting
- Experience working with children / young people with SEND and/or short-term difficulties (e.g. behavioural difficulties, mental health, physical disabilities, medical needs)
- Experience supporting and working with parents of young people with SEND / additional needs
- Experience planning and delivering targeted interventions

### **Skills and knowledge**

- Understanding of the graduated approach to SEND
- Assessment of individual pupils
- Tailoring plans and interventions to individual pupils
- Assessment and other data analysis and tracking
- Knowledge of external agencies in the local area who may be called on
- Safeguarding of children and young people
- Ability to make independent judgments and exercise initiative within agreed limits
- Ability to see and understand situations from a range of perspectives
- Knowledge of how a range of learning difficulties and additional needs can impact on self-regulation



- Knowledge of child development and the social and emotional factors that affect a child's capacity to learn- including and understanding of developmental Trauma and Adverse Childhood Experiences (ACEs)

## **Personal Attributes**

- Patient and calm
- Emotionally Resilient
- Commitment to overall aims of the school
- Demonstrates a willingness to access further training
- Enjoys working as part of a multidisciplinary team
- Ability to work under pressure and manage time effectively
- Flexible and open to the ideas of others
- Ability to reflect on own practice and learn from mistakes
- Desire to provide the best possible opportunities for all pupils
- Able to create good relationships with children, staff, parents and external agencies
- Organised, good time management, proactive and self-motivated

## **For more information**

If you would like further information, please contact: Anna Cole-Morgan (HR Manager)

Email: [applications@europaschool.uk](mailto:applications@europaschool.uk)

Europa School UK, Thame Lane, Abingdon, OX14 3DZ, UK

Tel: +44 (0)1235 524060

Closing Date: See Website

The important small print:

Due to this post having access to children and/or vulnerable adults, successful candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from taking up a post, as all cases are judged individually according to the nature of the role and information provided. The Europa School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

Applicants must be eligible to work in the UK.