



THE DEAN ACADEMY

Preparing you today for a successful tomorrow



PASTORAL SUPPORT WORKER





Pastoral Support Worker

Required with effect from January 2025

Point 8 – 10

Salary: £13,534.62 - £13,973.59 Annually (Actual)

£25,992 - £26,835 (FTE)

Hours of work: 22.5 hours a week, term time only, including inset days

Pastoral Support Worker required with experience of working with young people, to join our highly dedicated Pastoral Team. The role will involve working closely with our Heads of Year, Student Services Team and our Alternative Provision Unit to support the behaviour, welfare and safety of students, and identify and provide appropriate interventions for students with particular needs. We are keen to appoint the right person who puts young people first, whatever their background or ability, believing that every child can achieve.

The Dean Academy is an 11-16 school with approximately 750 students on roll in Lydney, in the beautiful Forest of Dean. As a local and fully comprehensive school, The Dean Academy is part of the highly successful Athelstan Trust. We are a school who have been on an incredible journey of rapid improvement and were judged as “good in all areas” in September 2021. The successful candidate will share the drive and ambition of our dedicated staff in continuing this community of transformation and will be keen to deliver exceptional education in a “school where students thrive”.

The Dean Academy is proud to be part of The Athelstan Trust and benefits from collaboration and challenge. The Athelstan Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. If successful in being called for interview, all candidates are expected to apply for an enhanced DBS before appointment is confirmed. References will be sought for shortlisted candidates before interview. Please be aware that you will be subject to an online check and that you may be questioned about the findings of such a check at your interview.

Closing Date: Wednesday 18th December 2024, 12 Noon —Interviews TBC

Applications will be considered as they are received; we reserve the right to make an appointment prior to the closing date.





Our Philosophy as an Employer

The Athelstan Trust is absolutely committed to raising educational standards for all the children in our schools. In order to do this, we need to recruit the best staff who are committed to our vision and values.

We aim to be the employer of choice in our area and genuinely believe that all roles in our organisation can be carried out within a flexible working model. Working in schools should be seen as part of a rich fulfilling life and not a barrier to it. We will always consider a flexible working option for every post.

We understand that we need to support staff to achieve our goals and have in place a professional development programme that offers internal and external opportunities to develop the talents and skills of all our staff.

Why work for us?

Internal career opportunities

Personalised professional development and training

Employee assistance programme

Flexible working opportunities and a genuine commitment to family and work/life balance

Nationally negotiated cost of living pay

Automatic enrolment to the teacher or local government pension schemes

Generous holiday allowance for support staff

Recognition of local government continuous service

Cycle to Work scheme

Discounts at local gyms





Welcome to the Athelstan Trust.

Our Multi-Academy Trust is an organisation in which children, staff and parents can feel part of a caring, collaborative and excellent community.

We are a Multi-Academy Trust of five secondary schools in Wiltshire, Gloucestershire and South Gloucestershire. From April 2023, we are excited to welcome 2 primary schools and this will further enrich our collaborative strengths. Established in 2015, the Athelstan Trust aims to achieve the best for, and from, each child. We intend to enable each child to realise their full academic, creative and physical potential and to develop positive social and moral values.

Believing that successful schools are rooted in their local community, we respect and value the individual nature and ethos of our schools while knowing we are more effective when we work together and support each other. Celebrating spiritual and creative diversity, success, and lifelong learning is important to us. We are inclusive and collaborative and promote a culture of openness and integrity.

We are absolutely committed to raising educational standards for all the children in our schools. We believe in developing the talents and skills of all our staff and students.

We seek applicants who share our vision and values.

We look forward to receiving your application.

Best wishes,

Tim Gilson

Chief Executive Officer

The Athelstan Trust





Dear Candidate,

Thank you for the interest you have shown in joining our school community here at The Dean Academy as Pastoral Support Worker. We are one of the most improved schools in the South West and we are driven by becoming the outstanding local school of choice for all families and staff. Situated close to the border of Gloucestershire and Monmouthshire in an area of outstanding natural beauty, we are looking to appoint a leader who is highly effective, resilient, and motivated.

We are a school that has been on an incredible journey of improvement. Our continued and sustained improvement in GCSE outcomes over the last 3 years highlight the impact of our work to raise standards and are set to continue to improve. This improvement in outcomes, alongside an ever-increasingly rich extra-curricular offer means that the school has expanded rapidly. We expect the number of students on roll to grow towards 900 by 2025. This dramatic increase in scale brings amazing opportunities for everyone involved in our community and it is a very exciting time to be thinking about joining our organisation. We look forward to hearing from you if you think you could make a difference and have something special to bring to a school “where pupils thrive”.

If you choose to join our team and work with us at The Dean Academy we can offer:

- An exciting career in a rapidly improving, highly ambitious workplace
- The chance to join an incredibly supportive group of colleagues, leaders, local governors and Trust leaders
- A personalised coaching programme so you can fulfil your potential as a teacher / leader
- The opportunity to work collaboratively within The Athelstan Trust
- An opportunity to work within our truly comprehensive school and become an integral part of the school and local community

Please feel free to contact the school for a tour as you consider your application, and we look forward to meeting you!

Hannah Rowlands
Headteacher





Job Description – Pastoral Support Worker

Purpose of the Job

To provide effective and efficient pastoral support to promote positive attitudes to learning and behaviour in order to maximise the achievement and wellbeing of students. In this role you will be a key daily point of contact in response to key pastoral issues for students, parents/carers and staff.

Main Duties and Responsibilities

The post holder will, under the overall direction of the Associate Assistant Head Teacher, be expected to:

- provide particular and skilled support (mentoring, target setting, review meetings, group work and liaison with parents, staff and outside agencies) to a range of students
- be responsible, with colleagues, for the effective and calm running of our Student Services Centre
- attend/lead meetings with students and/or parents/carers where appropriate
- evaluate interventions for each student and provide relevant reports and records to appropriate personnel e.g. student, relevant teaching staff, SLT, family members, external bodies
- utilise relevant student data to monitor and track student progress, including action plans, progress reports and additional needs to ensure students remain on track, meet deadlines and targets and achieve their potential
- monitor and plan interventions on behavioural data, working with the SENDCO, school counsellors, the safeguarding team, other pastoral support colleagues and external agencies
- contribute to internal exclusion supervision

General

- To participate in a programme of self / professional development to ensure skills, knowledge and understanding are added to and kept up to date
- To be willing to provide First Aid support to students





- To complete any other tasks as directed by SLT associated with the responsibilities and specification of the role

Promotion of School

- To contribute to whole school events as and when required
- To promote and maintain the standards of the school's commitment to Safeguarding children
- To be aware of the school's duty of care in relation to staff, students and visitors and to comply with all health and safety policies at all times
- To be aware of and comply with the codes of conduct, regulations and policies of the school and its commitment to equal opportunities

Other Duties

The postholder may be required to undertake training and perform duties other than those given in the job description. The duties and responsibilities attached to posts may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not justify the re-evaluation of a post. Where a permanent and substantial change in the duties and responsibilities occurs, then the post would be eligible for re-evaluation.





Person Specification

Qualifications	
Essential	Desirable
<ol style="list-style-type: none"> 1. 5 GCSEs or equivalent, including Maths and English at grade C / grade 5 or above 	<ol style="list-style-type: none"> 1. Youth Mental Health First Aid 2. Safeguarding trained 3. First Aid trained 4. Equality, Diversity and Inclusion training or qualification
Experience	
<ol style="list-style-type: none"> 1. Experience of working with children and young people and supporting their mental health and emotional wellbeing 2. Experience of liaising and building relations with internal and external partners in a school environment 	<ol style="list-style-type: none"> 1. Experience of a similar role in a secondary school 2. Experience of using a school management information system
Knowledge/Skills (Ability to)	
<ol style="list-style-type: none"> 1. Ability to remain calm under pressure 2. Ability to use solution focused approach 3. Excellent listening skills 4. Excellent organisational skills 5. Ability to demonstrate a good level of oral and written communication skills, with strong attention to detail 6. An understanding of issues faced by vulnerable children and young people. 	
Personal / Other Relevant Attributes	
Essential	Desirable
<ol style="list-style-type: none"> 1. Demonstrate vigour and persistence to achieve goals and targets 2. Ability to work under pressure and meet deadlines 	





<ul style="list-style-type: none">3. Ability to be flexible and adaptable if required4. Commitment to the highest standards of child protection5. Ability to work closely and effectively with colleagues	
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