

The Warriner Learning Centre
Pastoral Inclusion Lead

Job Information	
Reporting to	TBC
Grade	Grade 9 Points 23-26
Salary	£33,366 pro rata , actual salary £28,462
Hours /Weeks	37 hours, term time only 8.30am-4.30pm (including 30 mins for lunch) Monday – Thursday 8.30am-4.00pm (including 30mins unpaid lunch) Friday

Key objectives

- To provide effective internal isolation (Return to Learn) for the most vulnerable children in the school in terms of their engagement, pastoral care and safeguarding.
- To coordinate after school provision for students.

Main duties and responsibilities

- To plan and deliver tailored support for the hardest to reach students when internally isolated in Return to Learn.
- To support children with social, emotional and behavioural difficulties.
- To build a team of after school staff who will successfully deliver the curriculum.
- To manage the start dates and ending dates of student's inclusion in this provision.
- To form positive relationships with children and their families.
- To lead restorative meetings as appropriate.
- To undertake training commensurate with the post.
- To respect confidentiality at all times.
- To understand and apply school policies in relation to health, safety, welfare and child protection.
- To support the safeguarding and promote the well-being of all students.

Additional tasks

The duties listed above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

Qualifications and experience

Desirable:

- Experience working with students with social, emotional and mental health needs.
- Experience of working in a mainstream or specialist school environment.
- Teaching or teaching support background.
- Ability to plan and organise curriculum / teaching sessions.
- Knowledge and understanding of restorative practice.
- Designated safeguarding training – Training can be given

Skills

Essential:

- Strong interpersonal skills.
- Strong organisational skills.
- Enjoy working with children and have skills working with vulnerable children.
- Must be accurate with good attention to detail.

As an employee you have legal duties which include:

1. Taking reasonable care for your own health and safety and that of others who may be affected by what you do or do not do.
2. Co-operating with your employer on health and safety,
3. Correctly using work items provided by your employer, including personal protective equipment, in accordance with training or instructions, and
4. Not interfering with or misusing anything provided for your health, safety and welfare.

Postholders Signature.....

Date.....

All schools within the Warriner Multi Academy Trust are committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to pre-employment checks including an enhanced DBS check and satisfactory references. Please be aware that, we may carry out an online search, on shortlisted candidates only, in line with Keeping Children Safe in Education in order to identify any incidents or concerns which are publicly available online. The Warriner Multi Academy Trust is an equal opportunities employer. It is an offence to apply for certain roles within schools if you are barred from engaging in regulated activity relevant to children. This post is exempt from the Rehabilitation of Offenders Act (1974).