

Behaviour Support

Job description and person specification

Job description

Post title: Behaviour Support
Salary: Grade 4
Position: 37 hours per week, term time only
Reports to: Business Manager

Diverse Academies is a multi-academy trust with a vision to inspire, to raise aspirations and to create brighter tomorrows. Across primary, secondary and special settings, we share a common mission to nurture curiosity, develop wellbeing and empower children and young people to go beyond their aspirations. Together, we believe we can make a difference in our diverse communities, and in the lives of those who learn with us and work with us.

We empower. We respect. We care.

Purpose of the post

To carry out a range of learning development, pupil welfare and administrative tasks to support students and teaching staff in the following key areas of operation in the Academy and within the community.

Main duties and responsibilities

- To establish a supportive relationship with assigned children and their parents and to promote and reinforce the child's self-esteem whilst promoting engagement and independent learning.
- To deliver programmes of specific intervention to assigned students and to work with the Assistant Principal and Pastoral Leaders to plan and deliver intervention programmes for individuals and groups of students.
- To work with students who have high anxieties/psychological/behavioural issues and support them with all that may occur due to this, foreseeing any possible issues, organising suitable venues, liaising/meeting with outside agencies e.g. CAMHS, family support and social workers.
- To monitor the impact on student progress of intervention strategies used and to identify ways of developing practice.
- To keep relevant teaching staff and pastoral leaders fully informed of any issues.
- To implement behaviour modification interventions specific to issues raised by pastoral staff and / or teachers with particular focus on students with emotional or mental health issues.
- To support learning and teaching within the classroom and with small groups as assigned.
- To provide support and care throughout the school day including breaks, lunchtime and after school.
- To attend meetings, conferences and courses to gather and share information essential for the efficient operation of student support and literacy and numeracy development within the academy; specifically, to liaise between teachers, assigned teaching faculties and the Inclusion Team to share good practice, etc.

- To work with students to improve punctuality, levels of attendance and to ease a return to school following prolonged absences.
- To organise, differentiate and set homework appropriate to the student's level.
- To chase up those that don't attend or unable to attend due to mental health, input data and informing the behavioural lead and others involved with the students.
- To use cognitive strategies to gain trust and encourage them to engage initially and repeat where there are set backs.
- To assist with re-integrating and engaging students back in mainstream lessons.
- To attend meetings, conferences and courses to gather and share information essential to the efficient operation of student support and literacy and numeracy development within the academy; specifically, to liaise between teachers, assigned teaching faculties and the Inclusion Team to share good practice, etc.
- To contact parents and carers regularly.
- To deal with and supervise students who have very challenging behaviour.
- To build working relationships with parents of vulnerable and complex students with behavioural difficulties.

Additional

- We all have a responsibility for providing and safeguarding the welfare of children and young people we are responsible for or come into contact with.
- Collectively, we share and co-develop best practice for the benefit of all our academies.
- We promote the employment of people with disabilities and will make adjustments considered reasonable to the above duties.
- You will have the opportunity to access the very best professional development and therefore may be required to attend, from time to time, training courses, conferences, seminars or other meetings.
- This job description is not an exhaustive list of duties and the post holder will be required to undertake any other reasonable duties discussed and directed by the line manager.
- We empower our colleagues to enable our students and pupils to meet the highest possible standards, and we recognise that all our staff have a role in improving student outcomes.
- The contents and allocation of particular responsibilities and duties may be amended after consultation from time to time as part of a broader structural review.
- We have an established framework of core principles and practice to which all our academies subscribe, which are developed and agreed on in collaboration.
- It is a condition of your employment you are expected to adhere to our policies, procedures and guideline

Person specification

The following qualities are all deemed fundamental to the requirements of the post. The Trust will, therefore, be seeking evidence of these in the selection process, which will include the application, interview(s) and references. The Trust is seeking to appoint highly skilled, dynamic, flexible and committed staff with the potential to help us realise our vision and strategic objectives. The appointing panel will, therefore, require sufficient evidence of ability and achievement in each of the following areas in order to make an appointment.

Category	Essential	Desirable	Evidence
Qualifications			
GCSE English and maths at C (or above) Grade (or equivalent)	✓		Application form
Degree level qualification / equivalent vocational qualification		✓	
Level 3 Teaching Assistant / Supporting Teaching and Learning Qualification or equivalent work experience		✓	
Knowledge and understanding			
Relevant and recent experience of working with young people	✓		Application form
Experience of working with young people with special educational needs and/or disabilities	✓		
A thorough and practical understanding of issues related to improving students' progress and ensuring equality of opportunity both in and out of the classroom	✓		
Experience of supporting young people with improving literacy and numeracy skills as well as development social skills.	✓		Interview
Good numeracy and literacy skills	✓		Portfolio of work
Ability to be self-motivated and work from own initiative	✓		
Ability to communicate effectively, orally and in writing with students and teachers	✓		References
Commitment to the safeguarding and welfare of all students and providing equality of opportunity	✓		
Good numeracy and literacy skills	✓		
Confident using technology	✓		
Skills and attributes			
Ability to communicate effectively with a wide range of stakeholders	✓		
A proactive approach to work with the ability to anticipate and solve problems	✓		
Flexibility, empathy and patience	✓		
Able to forge positive relationships with young people	✓		
Ability to be self-motivated and work from own initiative	✓		
Shows commitment to a supportive, coaching culture	✓		
Commitment to ongoing personal and professional development	✓		
Core			
The post holder will be subject to an enhanced Disclosure & Barring Service check	✓		Pre-employment checks
Prior to confirming an appointment to the Trust, individuals are asked to complete a medical questionnaire in order that the Trusts Occupational Health provider can ascertain their medical fitness for the post	✓		

