



JOB DESCRIPTION

Post: Behaviour Learning Mentor – Steps 2 Success Nurture Room

Reports to: Behaviour Lead for Steps 2 Success

Hours per day: 36 hours per week / Term Time Only

Salary: SSP 5-10

Overall Purpose

To support the Behaviour Lead for Steps 2 Success with their responsibility for the development and education of all pupils.

To assist in development of pupils' learning, the provision of care and the management of pupils' behaviour under the direction of teaching staff/senior colleagues.

Summary of major duties and responsibilities:

- To work with the Steps 2 Success manager to supervise and support the day to day running of the nurture room
- To prepare materials and activities to support the teaching, learning and emotional literacy within the group
- To support students to complete curriculum work and a range of social skills
- To provide feedback to students, their teachers and parents/carers in relation to progress, attainment, and social and emotional development.
- To use a nurturing approach to promote and reinforce student's self-esteem through praise and encouragement
- To use a range of strategies to provide a purposeful learning environment that promotes positive attitudes, values and behaviour.
- To investigate and manage pastoral issues as they arise throughout the day including investigating, recording, reporting to relevant staff and informing parents
- To support the effective transition of students back into mainstream and across phases e.g., options and post 16 advice
- To liaise with range of teachers, pastoral and external professionals to provide appropriate interventions for students

- To work with other staff to lead the Community organising aspect of the nurture room.
- To establish and maintain close contact with parents in order to address academic underperformance, attendance, behaviour or other specific issues
- To maintain records of support and write comprehensive reports of programmes delivered and progress made.
- Be prepared to attend training sessions to develop and fulfil role

This job description is not prescriptive and does not direct any particular priorities or amount of time to be spent carrying out the duties. It is not necessarily a comprehensive definition of the post, and the post holder may be required to undertake other duties and responsibilities commensurate with the grade and scope of the post. This job description may be subject to amendment, to meet the changing needs of the School, following appropriate consultation.

Hendon School is committed to the protection of children and expects all members of the community to support that commitment. All applicants will be required to complete a Disclosure and Barring Service check (of criminal record), thorough references and overseas background checks (where applicable) before an appointment can be confirmed.

Name of role holder:

Date provided: _____ Initialed by HR Partner/Line Manager: _____