



Job Description – Behaviour Support Officer

The King's Academy is seeking to appoint a Behaviour Support Officer (BSO) to take responsibility for the daily running of the Academy's Behaviour Support Centre (BSC).

The BSC has become an important resource at the Academy and is used to support and educate students for a variety of different academic and pastoral reasons, including:

- As a base for students on an intervention/assessment placement
- Students who are dual registered and attend other vocational alternative providers for part of the week
- Pupils awaiting or returning back from Managed Transfers to other schools
- Students at risk of Permanent Exclusion who are awaiting their next steps

The BSC is based on the main school site. Operating two sessions a day for a maximum of 6 students per session, cohorts are selected on the specific behavioural and academic needs of the young people being referred. Students currently focus primarily on Maths and English. They also participate in the 'Achieve' programme (previously Prince's Trust) which is designed to develop social skills, resilience and emotional literacy.

The Behaviour Support Officer will be expected to:

- report to the Assistant Principals for Key Stage 3 and 4
- assess each student's strengths and needs (in order to remove barriers to learning and support the student with their next steps)
- design, deliver, track and assess a bespoke curriculum tailored to each student to enable them to access learning and achieve maximum progress (while they await a suitable placement or to complement the Alternative Provision they are receiving elsewhere)
- implement an individualised student action plan
- track and monitor the behaviour of the cohort
- supervise the Isolation room at the end of the school day, ensuring that information is recorded and that the equipment and resources in the room are well maintained.

The successful candidate will have experience of working in a secondary school environment, either as a qualified teacher or as a Higher Level Teaching Assistant (HLTA). They will have a good understanding and experience of the social and emotional problems that can and do occur in a school. They will also be equipped with the necessary qualities that enable a positive rapport and working relationship with many different types of students.

The successful candidate will:

- Be enthusiastic, committed and prepared to "go the extra mile" in order to meet the needs of the students.
- Attend weekly update meetings and provide tracking data.
- Liaise with external agencies to explore appropriate pathways.

- Have a good track record of behaviour management in a secondary school environment.
- Be proficient in the use of ICT.
- Be familiar with external agencies and support networks that are available to support vulnerable children.
- Attend multi agency meetings (if required).
- Be a well organised and efficient administrator.
- Be resourceful, creative, and able to demonstrate a strong but caring classroom presence.
- They should be open to asking for guidance and advice from the Assistant/Vice Principals; but also able to work using their own initiative.
- Be prepared to fulfil any other duties as reasonably required by the Principal.