



Job Description ; Behaviour Support/Mentor Level 3

To work under the direct instruction of the SEND Inclusion Officer, to support access to learning for pupils and provide general support to teachers in the management of pupils.

The job is carried out using specialist skills, knowledge and equipment within a special context, working with children with substantial additional challenges which may be learning, physical, emotional or behavioural.

SUPPORT FOR PUPILS

- Attend to the pupils' personal needs, and implement related personal programmes, including social, health, physical, hygiene, first aid and welfare matters
- Supervise and support pupils ensuring their safety and access to learning
- Establish good relationships with pupils, acting as a role model and being aware of and responding appropriately to individual needs
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others and engage in activities led by staff.
- Encourage pupils to act independently as appropriate
- Provide de-escalation strategies where appropriate including Team Teach

SUPPORT FOR THE STAFF

- Be aware of pupil problems and report to the teacher and team leader.
- Support staff in managing pupil behaviour, reporting difficulties as appropriate
- Gather/report information from/to parents/carers as directed
- Provide clerical/admin support where requested in the Pastoral team
- Support staff with the writing and implementing of behaviour plans/reward charts

SUPPORT FOR THE CURRICULUM

- Support pupils to understand instructions
- Support individual pupils with learning strategies
- Support pupils to engage in learning

SUPPORT FOR THE SCHOOL

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Contribute to the overall ethos/work/aims of the school
- Appreciate and support the role of other professionals
- Attend relevant meetings as required
- Participate in training and other learning activities and performance development as required
- Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtimes
- Accompany teaching staff and pupils on visits, trips and out of school activities as required
- Undertake home visits where appropriate
- Support staff and pupils over break time and lunchtime with any issues that arise
- Support provision at lunchtimes when required

The job holder may be required to undertake additional duties as could be reasonably required in exceptional or emergency situations.

Signed: _____

Date: _____