

LEARNING TOGETHER

CORNWALL EDUCATION LEARNING TRUST



Behaviour for Learning Mentor

Job Description & Person Specification

www.celtrust.org



About the Role

The job is based at Brannel School, Rectory Road, St Stephen, Saint Austell PL26 7RN.



- ❖ *Do you have a real passion for supporting young people to achieve more?*
- ❖ *Are you looking for a new challenge where no day is ever the same?*
- ❖ *As a Behaviour for Learning Mentor you have the ability to make a huge impact which could change the path of a young person's life!*

About the Job

All children, irrespective of background, age or ability, are capable of periods where they need help to make good behaviour choices. As a Behaviour for Learning Mentor, you will provide dedicated and professional support for students, identifying and taking into account the range of complex issues that usually lie behind problems with behaviour. Target students may be vulnerable and exhibit emotional and/or challenging behaviour. Your focus will be to support individual students to develop coping strategies, enhance their motivation, raise their aspirations and encourage them to re-engage in learning and school.

About the Team

Brannel School is characterised by the positivity of our staff and the overwhelmingly happy and supportive atmosphere around the school. As a Behaviour for Learning Mentor, you will work as part of a small, hardworking and supportive team focused on inclusion and behaviour support. You will be based in our Ready-2-Learn room but will spend a significant amount of time out and about working closely with individual students and staff across the whole school.

About You

We *really* want to hear from you if you are someone who:

- is passionate about making a difference to the lives of young people;
- is assertive and resilient, able to react quickly and effectively to challenges whilst maintaining an optimistic attitude;
- has a non-judgemental approach and the ability to relate to young people and act as a role model;
- is able to build strong and trusting relationships with young people; and
- has the communication skills to liaise effectively with staff, parents and external agencies.

About the School

Brannel School is situated in the heart of rural Cornwall's China Clay communities and offers 850 places to students aged 11-16. Our facilities are second to none – the school was completely redesigned and rebuilt in 2011 as a 'School of the Future' at a cost of over £17m. We aim to be a truly outstanding school, delivering the very best educational opportunities, nurturing academic excellence, and fostering ambition in every one of our students.

We will offer you:

- An energising and supportive working environment with high expectations and standards.
- The opportunity to work with students who are just beginning to make life goals and who are enthusiastic to look beyond the confines of rural Cornwall.
- A unique opportunity to help shape provision for behaviour support and inclusion.
- Colleagues who are reflective, committed professionals, who are motivated by challenge and willing to go the extra mile for our students to achieve the very best results.
- Opportunities for professional development which can lead to career progression. You may wish to expand your knowledge, for example, by taking qualifications such as: Thrive practitioner accreditation, Level 2 in children's social behaviour training & management, Level 2 certificate in supporting teaching and learning; Level 3 in the management of challenging behaviour, Level 3 in specialist support for teaching and learning - or similar.

Cornwall Education Learning Trust

Brannel School is part of the Cornwall Education Learning Trust (CELT), which is responsible for educating learners in four secondary schools, one junior school and nine primary schools across Mid-Cornwall from Newquay to St Austell.

Contact Details

If you wish to discuss this role or schedule a visit to the school in advance of the application submission date, please contact Christine Thomas (School Administrator) on **01726 822485**.



Job Description

Job title:	Behaviour for Learning Mentor
Job purpose:	To work with students whose behaviour and disaffection is having a significant impact upon their attainment. To improve individual student progress and achievement by helping to minimise barriers to learning and maximise student engagement.
Reporting to:	Line managed by the Lead Teacher for Inclusion and Behaviour Support. The job holder will work closely with the school's Deputy Headteachers, Heads of Year and Inclusion Team.
Location:	Brannel School
Salary grade:	F Grade
Hours:	37 hours per week, term-time only plus 5 Inset days

Main duties

- ❖ In conjunction with other key staff, to assess and provide support to targeted students to enable them to overcome barriers to learning and engage with school. This will involve 1:1 mentoring or small group intervention work e.g. Thrive.
- ❖ To promote positive Behaviour for Learning across the school. This will involve supporting the Inclusion and Behaviour Support team, Heads of Year, Heads of Department and Teachers to deal promptly with behaviour incidents in line with school policies.
- ❖ To investigate reported behaviour incidents, in conjunction with other key staff. This will involve contacting the parents of individual students as part of effective lines of communication between school and home.
- ❖ To supervise and monitor students, on rotation with other team members. This will involve taking part in 'On Call' provision around the school, supervising the Ready-2-Learn room, running after school detentions, and general supervision duties during break and lunchtimes.
- ❖ To organise and lead a range of opportunities for underachieving, disaffected and vulnerable students which focus on raising aspirations, promoting ambition, re-engagement in learning, and improving their academic progress. This will involve developing links to extended services and activities providers.

- ❖ To provide information, reports, and analysis on student behaviour with a special focus on micro-cohorts. This will involve managing student data and confidential information obtained from the school SIM and CPOMs system.

General responsibilities applicable to all staff

- ❖ To be aware of, and adhere to, all applicable Cornwall Education Learning Trust policies and procedures, demonstrating and promoting the values of the Trust at all times, and working with professionalism in line with the Trust's Code of Conduct.
- ❖ To be responsible for promoting and safeguarding the welfare of children and young people during the course of day-to-day activities around the school site.
- ❖ To promote Equality and Diversity in all aspects of work.
- ❖ To co-operate with the promotion and maintenance of a safe and healthy working environment and own health and safety.
- ❖ To work effectively with other members of staff to meet the needs of all students.
- ❖ To attend staff meetings and Trust-based INSET as required.
- ❖ To be responsible for own self-development on a continuous basis, undertaking relevant training and/or professional development as appropriate.
- ❖ To maintain at all times the utmost confidentiality with regard to all reports, records, personal data relating to staff and students, and any other information of a sensitive or confidential nature acquired in the course of undertaking duties for the Trust, with due regard to General Data Protection Regulations.

Special conditions of employment

Cornwall Education Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

The job holder is required to follow all of the Trust's policies and procedures in relation to safeguarding at all times, and to adhere to the statutory guidance '*Keeping Children Safe in Education*'. The job holder must take appropriate action in the event that they have concerns, or are made aware of the concerns of others, regarding the safety or wellbeing of children or young people.

All offers of employment are conditional and subject to satisfactory pre-employment checks including receipt of original qualification documents, references, medical screening, proof of eligibility to work in the UK, Childcare Disqualification check and a Disclosure and Barring Service (DBS) check.

Note

This Job Description is illustrative of the general nature and level of responsibility of the work to be undertaken commensurate with the grade. It is not a comprehensive list of all the responsibilities, duties and tasks relating to the post.

The job holder may be required to undertake other tasks commensurate with the grade and responsibilities of this job, and to undertake any reasonable duty deemed necessary by the Headteacher/line manager from time to time up to, or at a level consistent with, the main responsibilities of the job.

This Job Description may be amended at any time in consultation with the postholder.

Person Specification

Selection Criteria	Essential	Desirable	Assessed
Education and Training	<ul style="list-style-type: none"> • A good standard of education with GCSEs of at least grade 4/grade C in English and maths. • Able to use a range of standard ICT applications effectively, as required e.g. Microsoft Office suite. 	<ul style="list-style-type: none"> • NVQ Level 3 in the management of challenging behaviour, or similar. • Thrive practitioner accreditation. • Professional qualifications or training in areas such as children’s social behaviour training and management, psychology, education, guidance, or youth or social work. 	Application Form/ Certificates
Knowledge, Experience and Skills	<ul style="list-style-type: none"> • Relevant experience of working with children and young people. • Relevant experience of dealing with difficult and challenging behaviour. • Excellent understanding of how to support the social, emotional, and educational development needs of children and young people. • High level of emotional intelligence and ability to motivate others. • Ability to undertake effective development planning, report writing and record keeping. 	<ul style="list-style-type: none"> • Knowledge of how to help adapt and deliver support to meet individual needs e.g. training in relevant learning strategies. • Experience of delivering restorative and solution-focused approaches. • Understanding of issues related to under-achievement and the barriers to learning that some young people face. • Knowledge of guidance and requirements around safeguarding children – or willingness to undertake training. • Working knowledge of effective teaching and learning and other relevant learning programmes/strategies. 	Application Form/ Interview
Personal Qualities	<p>Able to provide relevant examples which demonstrate:</p> <ul style="list-style-type: none"> • A high level mental and emotional resilience. • A high level of patience and empathy with children and young people. • The confidence to deal with a range of potentially volatile situations. • An innovative approach and eagerness to constantly improve e.g. looks at existing problems in a new light, challenges stereotypes and explores new ideas and strategies to support young people. • Adaptability and willingness to assist with other aspects of school life. 		Application Form/ Interview

Additional requirements	<ul style="list-style-type: none">• Demonstrates understanding of, and enthusiasm for, working in a busy school environment.• Understands and respects the need for absolute confidentiality.• Willingness to continue to learn, develop and train.	<ul style="list-style-type: none">• A full driving licence either with: D1 (or D) PCV entitlement; OR has successfully completed minibuss driver training.	Application Form/ Interview
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