



JOB DESCRIPTION: LEARNING MENTOR

**TO WHOM RESPONSIBLE: ASSISTANT HEADTEACHER – PASTORAL
BASED AT LOWER SITE**

JOB RATIONALE: To overcome barriers to learning in whatever form they make take to assist pupils to reach their individual potential

JOB PURPOSE

To work with identified pupils – predominantly on the SEN register and to assist them in overcoming barriers to learning. Specifically the role will entail establishing and supporting personalised routes through Key Stage Three and into Four. It will also require some active support within PE lessons.

Salary Teaching Assistant Level 3: £14,630 - £17,527 pay award pending, subject to job evaluation

Principal Duties:

- Provide mentoring support for pupils struggling to meet the Key Stage 3 curriculum for emotional and behavioural reasons
- To support pupils in accessing PE including pupils with physical disabilities
- To support the work of the school's 'Timeout' facilities in providing a stable daily and weekly routine
- To develop one to one action plans for identified individuals
- Share plans with staff, parents and carers
- Monitor, review and evaluate Individual Action Plans
- Support alternative curriculum provision both on and off site in order to provide personalised routes through Key Stage Three into Four
- Oversee Independent Study Time for small groups of students as part of personalised provision
- Provide transition plans for pupils moving between Key Stage Three and Four
- Help provide lunchtime activities

- Any other duties as required by the Headteacher which are commensurate with the scope and the duties of the position

PERSON SPECIFICATION

Essential

- Experience working with young people in and out of an educational setting
- Experience working with youngsters disengaged with education
- Experience of working with young people with a variety of disabilities such as, physical and/or sensory disabilities, ADHD and Autism
- A proven track record of communicating effectively with pupils who present challenging behaviour and attitudes
- Ability to work independently

DESIRABLE

- Counselling experience
- IT skills and knowledge of E-Learning facilities
- Experience of establishing Individual Action Plans
- Experience in working with students on motivational courses
- Experience of anger management strategies and self-esteem raising courses
- Ability to support the school in supervision at lunch times
- Awareness of CAF (Common Assessment Framework) procedures
- Ability to liaise with a wide variety of professionals
- Ability to work amongst teaching colleagues and support staff

The particular duties and responsibilities attached to the post are of necessity in many cases, somewhat difficult of detailed definition, and may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Changes outside this description will only be made after consultation with the objective of reaching agreement with the post holder and will be recorded on the post holder's job description. If however, after consultation the post holder is not in agreement with the proposed change, they will be able to use the grievance procedure.

This School is fully committed to Safeguarding Children and requires ALL staff to support the effective implementation of our child protection policies.

APPLICATION PROCEDURE

Application should be made through the attached application form, supported by a curriculum vitae if wished.

Prospective candidates should note that there is a no smoking policy at the school.

In order to reduce costs, I am afraid that there will be no acknowledgement of your application form unless a stamped self-addressed postcard is included with your application. For the same reason, unsuccessful candidates who do not attend for interview are not informed of the outcome of the selection process unless they wish to contact the school personally. We do however, thank you for taking an interest and requesting information.

Applications must be made on the enclosed standard application form, which should be returned by 3.15pm 24th June 2008 to Mrs A Laing, Business Manager, Bridgewater High School, Broomfields Road, Appleton, Warrington, Cheshire, WA4 5AE. Please mark your envelope Learning Mentor.