

Waingroves Primary School

JOB DESCRIPTION

Title of Post:	Family Support Worker
Responsible to:	Headteacher
Hours:	15hrs per week, 39 weeks per year
Working Pattern:	Every morning or 2.5 days per week
Salary:	Grade 8

The Governing Board are looking to appoint an Early Years Foundation Stage Teaching Assistant on a permanent contract.

OVERALL RESPONSIBILITY

To work as a key player in our pastoral team leading work with children and families to support the engagement and well-being of pupils at school and at home. Working with families and school to plan and support learning and behaviour programmes.

To carry out Early Help Assessments and act as lead professional where appropriate.

To use Nurture and Positive Play strategies as a medium for engaging and developing vulnerable children.

MAIN DUTIES AND RESPONSIBILITIES

- Work as part of our team of pastoral staff to ensure that vulnerable young people are supported so that they can thrive within school and community to achieve their full potential.
- Promote and support well-being and positive behaviour.
- Provide support to families where pupils, particularly vulnerable pupils, are identified as requiring improved attendance.
- Work with young people and families to develop action plans to tackle identified need and achieve lasting change.
- Record and review progress against action plans and amend these as necessary.
- Build and sustain relationships with partner agencies in order to effectively signpost families to appropriate support. Encourage the active participation of families with the services offering support.
- Empower and motivate families to engage and overcome barriers which may involve managing and overcoming challenging behaviour from family members.
- Organise / promote events in and out of school that allow the children in The Ark to develop wider interests and participate in community initiatives in order to develop their self-esteem and confidence.
- Work on a one to one or group basis with young people to provide nurturing opportunities for children in and out of the classroom.
- Develop and deliver parenting support groups and training.
- Monitor attendance and be prepared to challenge where it is low. To develop, implement and evaluate effective strategies to promote good attendance.
- Access school or external funding to support vulnerable children and families.
- Undertake Early Help Assessments.
- Be responsible for accurate, detailed and timely record keeping and report writing, for meetings which could be multi-agency, specialist or legal.
- Ensure that practice is child-centred and conforms to safeguarding procedures and statutory requirements.
- Report to and advise the Senior Leadership Team, Governors and other relevant staff.
- Contribute to wider school support systems particularly within the pastoral and learning support areas.

GENERAL DUTIES AND RESPONSIBILITIES

- Support the aims and ethos of the school.
- Undertake training and development activities relevant to the position.
- Co-operate with the school in complying with relevant health and safety legislation, policies and procedures.
- Carry out the duties and responsibilities of the post in compliance with the school's equal opportunities policy.
- Maintain confidentiality and observe data protection and associated guidelines where appropriate.
- Maintain an awareness of Keeping Children Safe in Education Guidance, Derbyshire Safeguarding Children guidance and Safer Working Practice guidelines.
- Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post.

The duties of this post may vary from time to time, as required by the Headteacher, without changing the general character of the role or the level of responsibility.

EMBARK is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.