

## JOB DESCRIPTION

Post title:	Behaviour Mentor
Location:	Highfields Spencer Academy
Reporting to:	Vice Principal
Salary/Pay range:	NJC12-16

### **Purpose of the Role**

To support pupils in overcoming behavioural, emotional, social and learning barriers that may impact their ability to engage successfully in school life. The Behaviour Mentor will work closely with pupils, staff and families to promote positive behaviour, develop self-regulation skills and enable pupils to access learning successfully.

The role will involve supporting pupils both within the classroom and through targeted interventions and alternative provision within school. The Behaviour Mentor will also provide short-term classroom cover, including PPA cover where required, ensuring continuity of learning and high expectations for behaviour.

### **Core Responsibilities**

#### Pupil Support

- Build positive, trusting and professional relationships with pupils across the school.
- Support pupils who require additional behavioural, emotional or social support to access learning successfully.
- Help pupils to develop self-regulation strategies, resilience, confidence and positive relationships.
- Work with individual pupils and small groups to address barriers to learning and improve engagement.
- Support pupils during lessons, transitions, playtimes, lunchtimes and other parts of the school day as required.
- Provide support for pupils accessing alternative provision and intervention spaces within school.
- Assist pupils in reintegrating successfully into class following periods of dysregulation or time spent in alternative provision.
- Encourage pupils to take responsibility for their behaviour and make positive choices.
- Promote and model the school's values, expectations and behaviour systems at all times.

#### Supporting Teaching and Learning

- Work alongside teachers to support pupils whose behaviour or additional needs impact upon their learning.
- Support pupils within lessons to maximise engagement, participation and progress.
- Deliver planned interventions and targeted support programmes under the direction of teaching and pastoral staff.
- Adapt approaches and strategies to meet the needs of individual pupils.
- Support the preparation and organisation of resources where required.
- Contribute to the creation of a calm, safe and purposeful learning environment.

#### Behaviour Support

- Support the implementation of behaviour plans, pastoral support plans and individual pupil strategies.
- Work collaboratively with teachers and leaders to identify barriers to learning and implement appropriate support.
- Use restorative approaches and positive behaviour strategies to support pupils.
- Monitor and record behavioural incidents and interventions in line with school procedures.
- Provide feedback to teachers and leaders regarding pupil progress and support needs.

#### Professional Development

- Coach and mentor staff within the phase.
- Support early career teachers and developing practitioners.
- Lead phase-based professional development activities.
- Share effective practice and support continual improvement.

#### Leadership Contribution

- Work closely with the Curriculum & Standards Phase Leader, N-Y2 Phase Leader and Principal.
- Contribute to the development, implementation and evaluation of school improvement priorities.
- Facilitate effective communication between staff and senior leaders.
- Support the implementation of whole-school initiatives.

#### Classroom Cover

- Provide short-term classroom supervision and cover when required, including PPA cover.
- Deliver pre-planned learning activities and lessons in the absence of teaching staff.
- Maintain high expectations for behaviour, engagement and learning during cover sessions.
- Ensure pupils remain on task and complete learning activities to the best of their ability.
- Liaise with teaching staff to provide feedback on pupil engagement and learning following cover sessions.

#### Working with Families and Professionals

- Develop positive relationships with parents and carers to support pupil outcomes.
- Contribute to meetings with parents, carers and external professionals where appropriate.
- Work collaboratively with teachers, leaders, SEND staff and external agencies to ensure pupils receive appropriate support.
- Share information appropriately and maintain confidentiality at all times.

#### Safeguarding

- Be fully aware of and adhere to all safeguarding and child protection policies and procedures.
- Promote the welfare and wellbeing of all pupils.
- Report concerns promptly in line with school safeguarding procedures.
- Maintain up-to-date safeguarding training and knowledge.

#### Professional Development

- Participate in appraisal and professional development activities.
- Undertake relevant training to support the needs of the role.
- Keep up to date with current research and best practice relating to behaviour, inclusion and pupil wellbeing.
- Contribute to an agreed area of responsibility linked to the School Development Plan.

#### General

- Promote equality, diversity and inclusion in all aspects of the role.
- Maintain confidentiality and professionalism at all times.
- Work flexibly to meet the needs of the school.
- Undertake any other duties commensurate with the grade and nature of the post as reasonably requested by the Principal.

This job description is not intended to be exhaustive. Duties may be amended from time to time following consultation with the post holder to reflect the changing needs of the school.

The Spencer Academies Trust is committed to safeguarding and promoting the welfare of all our students and expects all employees and volunteers to share this commitment. All posts are subject to enhanced DBS checks and completion of safeguarding training.

Name:

Signature:

Date: