

About the Role

Parkside Community Primary School is a one-form entry school (with two classes in Year 5), proudly serving the Borehamwood community. We were rated **'Good'** by Ofsted in February 2020, and our most recent short inspection in March 2025 confirmed that we continue to maintain these high standards.

At Parkside, we are committed to building an inclusive and nurturing school that embodies our motto: *"Nurturing and inspiring young minds towards a bright future."*

We are seeking to appoint a **Pastoral and Parental Engagement Officer** to join our dedicated team. This is a key role at the heart of our school community - supporting pupils, families and staff to promote positive wellbeing, engagement and inclusion.

The successful candidate will provide holistic social, emotional and mental health (SEMH) support, working proactively with children, parents, carers and staff to remove barriers to learning and embed our whole-school approach to nurture. You will play a vital part in ensuring that every child feels safe, supported and able to thrive.

As part of your role, you will:

- Work closely with families and external agencies to ensure children receive the right support at the right time.
- Support the Headteacher and senior leaders in providing accessible information, guidance and services for families.
- Lead purposeful interventions that build pupils' social and emotional resilience.
- Act as Designated Safeguarding Lead, ensuring our safeguarding culture remains strong and proactive.
- Promote positive attendance and engagement through early intervention and strong relationships with families.
- Model and support restorative approaches to behaviour and wellbeing across the school.

You will be an empathetic, proactive and highly organised professional, with the ability to work sensitively and collaboratively with pupils, families, and staff. Experience of working within education, social care or pastoral support settings would be an advantage.

This is a wonderful opportunity to make a genuine difference to children's lives and to play an active role in strengthening the connection between school, home and the wider community.

Safeguarding and Commitment

At Parkside, the safety and wellbeing of every child is our highest priority. All staff, governors and volunteers share this commitment. The successful candidate will be required to complete all pre-employment checks, including an enhanced DBS, medical clearance, online search, and satisfactory references (to be taken up before interview).

We welcome applications from all suitably qualified individuals regardless of age, gender, ethnicity or religion.

Next Steps

We are keen to make a successful appointment and may interview suitable candidates before the closing date. Early applications are therefore strongly encouraged.

Visits to the school are warmly welcomed and encouraged – we look forward to meeting you. To arrange a visit, please contact the school office at admin@parkside.herts.sch.uk

You can also find out more about us on our website: <https://parkside.herts.sch.uk>