

Pastoral Support Officer

Kitts Green Academy
Thrive Education Partnership

As a **Pastoral Support Officer**.

This is an exciting opportunity to become part of a dedicated and compassionate team working to transform the lives of young people with Social, Emotional and Mental Health (SEMH) needs. We are proud of our inclusive ethos and strong safeguarding culture, where every child is supported to succeed.

About Thrive Education Partnership

Thrive Education Partnership is a growing Multi Academy Trust, established in 2017, currently comprising seven special schools across the West Midlands.

Our schools are united by a shared commitment to:

- Delivering high-quality education for pupils with additional needs
 - Supporting the wellbeing and development of all staff
 - Encouraging individuality across each school while working collaboratively
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About Kitts Green Academy

Kitts Green Academy is a specialist provision for up to 100 boys aged 6–16 with SEMH needs. Many of our pupils also have additional diagnoses such as ASD and ADHD.

All pupils have an **Education, Health and Care Plan (EHCP)**, ensuring tailored support to meet their individual needs and development goals.

We pride ourselves on:

- A strong safeguarding culture
 - High expectations for behaviour and attendance
 - A nurturing, structured environment
 - A commitment to helping every pupil reach their potential
 - We are a trauma informed attachment awareness school
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The Role: Pastoral Support Officer

As a Pastoral Support Officer, you will play a vital role in supporting safeguarding, behaviour, and attendance across the school.

You will work closely with senior leaders, teaching staff, families, and external agencies to ensure that all pupils receive the support they need to thrive.

Key Responsibilities

- Ensure safeguarding and behaviour incidents are accurately recorded and reported in a timely manner
 - Communicate effectively with parents, carers, and external stakeholders
 - Support safeguarding leads and senior leaders with follow-up actions
 - Promote and support excellent attendance across the school
 - Contribute to a safe, supportive, and inclusive school environment
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Person Specification

We are looking for someone who is passionate, resilient, and committed to improving outcomes for young people.

Essential Skills and Qualities

- Strong communication skills (written and verbal)
- Ability to build positive relationships with pupils, families, and professionals
- Good organisational skills and attention to detail
- Ability to remain calm and effective in challenging situations
- Flexible and adaptable approach to work

Desirable Experience

- Experience working in a school or SEND setting
 - Knowledge of safeguarding procedures
 - Experience supporting pupils with SEMH, ASD, or ADHD
 - Relevant safeguarding training
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Why Join Us?

At Thrive Education Partnership, we value our staff and invest in their development and wellbeing.

What We Offer

- Teacher Pension or Local Government Pension Scheme
 - Ongoing professional development, including access to The National College
 - A supportive and collaborative working environment
 - Mental health and wellbeing support, including:
 - Mental Health First Aiders
 - Thrive wellbeing app
 - Employee Assistance Programme
 - Health Cash Plan (with optional family cover)
 - Occupational Health Services
 - Family-friendly and flexible working policies
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Our Commitment to Safeguarding

Kitts Green Academy and Thrive Education Partnership are committed to safeguarding and promoting the welfare of children and young people.

All appointments are subject to:

- Enhanced DBS checks
 - Satisfactory references
 - Pre-employment safeguarding checks
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How to Apply

If you are passionate about making a difference and want to be part of a dedicated team, we would love to hear from you.

Please submit your application in line with the instructions provided in the job advert.

Closing Statement

At Kitts Green Academy, we believe that every child deserves the opportunity to succeed, and every staff member plays a crucial role in making that happen.

We look forward to receiving your application.

