



# Pinehurst Primary School

## Job Description: School Family Support Worker

'Experience, Excel and Enjoy'

**Job Title** School Family Support Worker  
Pinehurst Primary School

**Grade 5**

**SCP** 17-24

**Salary** 31,022 – 35,412

**Directly Responsible to** Headteacher

**52 week contract – 35 hours per week with annual Holiday entitlement**

### Job Purpose

To provide direct support to children, young people and their families facing a range of difficulties. This role will provide additional support at an early stage to help divert families from requiring higher threshold services.

The service will seek to achieve the following outcomes:

- Improved school attendance
- Improved school behaviour
- Improved health
- Reduced crime/ASB
- Progress to work
- Cost savings (reduction in level of risk, reduction in number of support workers/interventions, etc)

### Main Areas of Responsibility

- To work flexibly in partnership with families who have identified children who need additional support to achieve service outcomes as outlined above. This will potentially include working early mornings and evenings.
- Develop effective relationships with parents and carers via a whole family approach, ensuring positive partnerships between parents /cares, pupils and schools are fostered and developed.

- Advise, assist and support parents to take responsibility for their child's attendance, behaviour and health needs by building on the strengths of the family in addition to offering practical support where required.
- To promote the safeguarding of children and young people in accordance with Keeping Children Safe in Education.
- To work effectively and cooperatively with partner agencies using common processes including the Early Help Assessment, Team Around the Family (TAF), and Lead Professional (LP) roles.
- To use an assertive approach to challenge and confront families on negative behaviour and areas they need to improve on, whilst being honest and direct.
- Develop clear individual targeted plans of intervention in accordance with the needs of the child / young person and their family as part of the Early Help Assessment process.
- Adopt the role of the Lead Professional.
- To work within, adhere to and understand all School policies procedures and good practice guidelines specifically relating to confidentiality, data protection and data sharing protocols.
- To support families to develop practical parenting strategies that enhance positive parent – child relationships.
- To reduce inequalities in outcomes between the most disadvantaged children and the rest by implementing effective practices in narrowing the gap.
- To produce clear plans of support and robust records to demonstrate how outcomes aligned to service priorities have been achieved.
- Develop the School's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the School.



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## Person Specification: School Family Support Worker

'Experience, Excel and Enjoy'

### Qualification and training

Essential

NVQ Level 3 in Child Care and Education. Youth services, Health and Social Care or equivalent (A)

A commitment to undertaking further training and development

### Experience

Essential

- Relevant experience of providing targeted programmes of support to children, young people and their families
- Experience of undertaking direct work with children, young people and their families
- Experience of effective collaborative, multi-agency working to support children and their families
- Experience of delivering outreach/home based support to challenging families

Desirable

- Experience of delivering practical parenting strategies

### Skills/Abilities

Essential

- Ability to communicate effectively, using good written, verbal and listening skills with children, young people, their families, other professionals and multi-disciplinary organisations in a wide range of situations, and at different levels in accordance with age and level of understanding
- Ability to work alone and as part of a team across a range of services including education, health, housing, employment services etc
- An understanding of achieving service outcomes / objectives within a framework of performance management
- Knowledge and understanding of relevant Child Care and Education legislation

Desirable

- Good level of IT skills

- Ability to problem solve and empower families to make a good decisions
- Ability to demonstrate resilience and emotional intelligence

### **Commitment**

#### Essential

- An understanding of and a personal commitment to the Vision and Values of Pinehurst Primary School

### **Other**

#### Essential

- This post is subject to a Enhanced Disclosure and Barring Service (DBS) check
- Ability to work flexible hours (Outside of usual office hours if necessary)

#### Desirable

- Access to a car for work purposes and a full driving licence