

FAMILY SUPPORT WORKER JOB DESCRIPTION

Post Title: Family Support Officer
Job Grade: H5
Hours: 28 hours per week, term time + 2 weeks in August

Job Context:

The role involves working directly with families where a need has been identified.

You will need to be able to mentor and coach, allowing you to identify, address and support a range of educational needs.

Job Purpose:

- Provide early intervention support to families to improve outcomes for children.
- Prevent issues from escalating to specialist services.
- Signpost families to appropriate local support and work collaboratively with partner agencies.

Key Processes

- Offer practical and emotional support to parents/carers to help students engage positively with school.
- Work with families to strengthen their involvement in school and the wider community.
- Identify the needs of children and families from all backgrounds and promote equality of opportunity.
- Inform and advise families about relevant services and make referrals where needed.
- Liaise with external agencies, attend meetings, and work closely with professionals such as social workers and health staff.

This job description sets out the duties of the post at the time it was drawn up. The Headteacher may vary the duties from time to time without changing their general character or the level of responsibility entailed.

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. A Disclosure and Barring service check will be sought as part of the school's pre-employment checks.