



## JOB OPPORTUNITY

# Learning Mentor

City of Derby Academy, Sinfin, Derby

Permanent

37 hours per week, 39 weeks per year

Pay Scale 5: £24,990 - £27,083 pro rata (£28,931 - £31,355 FTE)

[Join us on an exciting journey of transformation and excellence.](#)

At Tapestry Learning Partnership, we believe in the power of education to change lives. Formed in January 2026 through the merger of two strong trusts, QEGSMAT and Djanogly Learning Trust, we are building a future where every child succeeds and flourishes. Now, we are looking for a passionate and committed Learning Mentor to play a vital role in supporting this vision at City of Derby Academy

## About the Role

The Learning Mentor at City of Derby Academy plays a key role in supporting students who need additional help to thrive academically, socially and emotionally. It's a hands-on, student-focused role that sits within the wider Tapestry Learning Partnership vision of inclusion, care, and excellence.

## Who We're Looking For

City of Derby Academy is looking for a caring, resilient, and dedicated Learning Mentor who can make a real difference to young people particularly those who need help overcoming social, emotional, or learning barriers.

## About City of Derby Academy

City of Derby Academy is a school where every student and every member of staff is encouraged and supported to realise their full potential. Our culture is grounded in high expectations, strong and respectful relationships, and a deep commitment to inclusion.

Serving a wonderfully diverse community with more than 40 home languages, our vision is simple yet profound: to improve the life chances of every child.

We offer an ambitious curriculum, exceptional pastoral support and a wide range of enrichment opportunities, from educational visits and clubs to our thriving Combined Cadet Force.

Students develop academically, personally and socially, gaining the knowledge, skills and character they need for the next stage of their education, employment or training.

City of Derby Academy is a school where:

- Diversity is celebrated, and inclusion underpins everything we do
- Students feel safe, supported and able to thrive
- High expectations drive achievement, ambition and pride
- Relationships are strong, respectful and purposeful
- Staff wellbeing and professional development are valued, and colleagues are proud to work here

City of Derby Academy is a place of possibility; a community united by the belief that every child deserves the very best opportunities, every single day.

## Why Join Tapestry?

As part of our Trust, you'll benefit from:

- A supportive network of professionals who share your commitment to excellence
- High-quality professional development and career progression opportunities
- A caring, inclusive organisation that values staff wellbeing and work-life balance
- Access to a range of employee benefits designed to promote health and wellbeing

This is your chance to be part of something special. Help us shape the future and make a lasting impact.

Tapestry Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is a criminal offence to engage or seek to engage in regulated activity or regulated work with children, if you appear on the DBS barred list. All appointments are subject to an Enhanced DBS check and be eligible to work in the UK.

Further information about our commitment to Safeguarding can be found at: [Tapestry Learning Partnership](#)

Please be aware, the Trust may also consider performing an online presence check as part of their pre-employment checks.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore shortlisted applicants are required to declare all unspent cautions or convictions, and any adult cautions or convictions that are not protected (i.e. that are not filtered out) as defined by the rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020)

If you are interested and wish to have an informal conversation to discuss the role or would like to visit the school, we would be happy to arrange this. Please call 01332 270450.

Further details about our school can be found on our website: <https://www.cityofderbyacademy.org/>

To apply for this position, please visit our careers page via our website: [Tapestry Learning Partnership](#)

**Closing date for applications:** Sunday 14th June 2026

**Interview date:** w/c 22nd June 2026

**Potential Start date:** ASAP

## JOB DESCRIPTION

<b>Post Title:</b>	Learning Mentor
<b>Reporting to:</b>	Deputy SENCO/SENCO
<b>Grade:</b>	Scale 5
<b>Disclosure Level:</b>	Child Workforce - Enhanced, Children's Barred List

### Purpose of the Post

- Work with students who require additional support to overcome barriers to learning and engagement
- Champion and uphold the academy's vision, values, and ethos.
- Ensure students are safe, feel supported, and receive high-quality learning support
- Build and maintain positive, professional relationships with parents and carers
- Identify, assess, and respond to students' individual needs to promote their well-being and success.
- Implement safeguarding, attendance, and behaviour procedures effectively and proactively.
- Build resilience and support students' social, emotional and academic development so they can achieve their full potential.

### Key Duties and Responsibilities

#### Main Duties: Learning Support, Safeguarding and Well-being

- Ensure the school is a warm, welcoming, inclusive place that students want to attend.
- Have high expectations for all students' attendance, punctuality, behaviour, attitudes and progress.
- Provide targeted one-to-one and small-group support for identified students. This may include physiotherapy sessions, following appropriate training.
- Delivering interventions based on students' needs.
- Monitoring and reviewing support and interventions and adapting as necessary.
- Support students with social, emotional, behavioural or academic needs.
- Help students develop confidence, self-esteem, motivation and positive learning habits.
- Act as a trusted adult and role model, offering guidance and encouragement.
- Implement the school's safeguarding systems confidently and consistently
- Maintain accurate records of mentoring sessions and student progress.
- Report concerns in line with safeguarding and child protection procedures.
- Work closely with the Designated Safeguarding Lead as required.
- Be committed and sensitive in ensuring equality of opportunity for students.

### Collaboration & Communication

- Drive the school's work relating to inclusion to ensure that students' needs are being identified, assessed and met by liaising with colleagues and proactively gathering information to better know and understand their students.
- Communicate effectively with parents/carers and external agencies where appropriate.
- Attend meetings and training sessions as required. •
- Contribute positively to the wider life and ethos of the school.

### The post holder is expected to:

- Maintain strict confidentiality and adhere to data protection legislation and associated Trust policies at all times.
- Demonstrate a clear understanding of, and commitment to, safeguarding and child protection, maintaining an awareness of relevant procedures and responsibilities.
- Comply with the Trust's Health and Safety Policy and ensure safe working practices in the performance of all duties.
- Uphold and promote the principles of the Trust's Equal Opportunities Policy in all aspects of the role.
- Adhere to all other relevant Trust and school policies and procedures.
- Undertake any training and professional development necessary to effectively carry out the duties of the post.
- Perform any other reasonable duties commensurate with the level and responsibilities of the role, as required by the Trust.

# Person Specification

## Learning Mentor



Post requirements	Essential	Desirable	Evidence and Assessment
<b>Qualifications</b>			
Good basic education to GCSE level in literacy and numeracy, or the equivalent	✓		Application form, certificates
GCSE English and Maths A* - C or equivalent	✓		Application form, certificates
A relevant qualification in Childcare and/or Education		✓	Application form, certificates
First Aid Trained (or willing to train	✓		Application form, certificates
<b>Knowledge and experience</b>			
Experience of working with children, young people and their parents/carers	✓		Application form, references, interview
Experience of building positive relationships with children and young people from diverse background	✓		Application form, references, interview
Experience of working with disadvantaged and/or vulnerable students		✓	Application form, references, interview
Up to date knowledge of current issues and recent developments in education especially relating to inclusion and SEND		✓	Application form, references, interview
Knowledge of KCSIE and safeguarding		✓	Application form, references, interview
Experience of delivering an intervention, e.g. Lego Therapy, Talkabout, Phonics, Zones of Regulation, Comic Strip Conversations, Numeracy interventions.		✓	Application form, references, interview

<b>Personal skills and qualities</b>			
Enthusiastic	✓		Application form, references, interview
Self-motivated	✓		Application form, references, interview
Resilient and calm under pressure	✓		Application form, references, interview
Reliable	✓		Application form, references, interview
Organised	✓		Application form, references, interview
Honesty and integrity	✓		Application form, references, interview
High expectations of all students	✓		Application form, references, interview
Reflective	✓		Application form, references, interview
Emotionally intelligent	✓		Application form, references, interview
Commitment to safeguarding	✓		Application form, references, interview
Good communication skills (oral and written)	✓		Application form, references, interview
Flexible and adaptable	✓		Application form, references, interview
Able to speak a school community language, especially Urdu, Panjabi, Slovak, Romani, Kurdish, Czech		✓	Application form, references, interview