

The St. Bart's Academy Trust

Job Description



Job Title:	Behaviour Management Lead (Schools Generic)
Grade:	Level 7 (Gauge Ref: N350)

Job Purpose

To be responsible for providing a complementary service to the school. To manage the behaviour of pupils and work effectively with other staff, families and carers to overcome behavioural obstacles to learning and developing their potential both inside and outside the classroom.

Key Duties / Responsibilities

1. Lead the management of pupil behaviour
2. Undertake the assessment of the needs of individual pupils
3. Advise senior management team in the production and implementation of whole school plans, initiatives and strategies to improve pupil behaviour
4. Manage a caseload of pupils in improving their behaviour and learning
5. Maintain case files of excluded pupils, recording contact with the pupil and their families/carers
6. Monitor and evaluate pupil progress, including production of assessment reports
7. Liaise with external agencies to improve pupil behaviour
8. Manage the supervision of pupils excluded from school or following a different timetable
9. Liaise with parents / carers of excluded pupils to explain the reasons for exclusion and agree a way forward, including procedures for return to school
10. Provide advice and support to parents / carers of excluded pupils
11. Support the re-integration of pupils back to school to help prevent future exclusions.
12. Work with feeder school to ensure a smooth transition of pupils between phases
13. Organise and deliver training sessions on behaviour management to other staff
14. Assist in the supervision of pupils during out of school activities.
15. Be responsible for promoting and safeguarding the welfare of children and young people within the academy, raising any concerns following academy protocol/procedures
16. Any other duties appropriate to the post.

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Person Specification



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Minimum Essential Requirements - Evidenced by: **a:** application form **b:** test **c:** interview

	a	b	c
Working at relevant national occupational standards (NOS) in supporting teaching and learning / learning, development and support services with knowledge / skills equivalent to national qualifications at levels such as Supporting Teaching and Learning (STL), Learning Development and Support Services (LDSS) plus specialist knowledge of behaviour management.	✓		