

Job Description

Post: Pastoral Mentor

Purpose

To challenge educational and social disadvantage in the North.

Duties and Responsibilities

- Live the mission, values and drivers every day.
- Liaise with staff, professionals and parents to support student engagement, progress and attendance.
- Facilitate the exceptional progress and well-being of any individual or group of students; provide guidance and advice to students on educational and social matters.
- Support individual students through mentoring, personal care and physical support; manage a caseload and prepare resources.
- Promote and maintain discipline in accordance with the rules and behaviour policy of the academy.
- Communicate effectively with the class teacher/s to share students' learning.
- Manage the range of facilities offered to support students and families through mountain rescue.
- Contribute to decision-making and consultation procedures.
- Use mountain rescue documents and systems accurately, e.g. individual needs plans, individual behaviour plans.
- Assist the SENDCo in ensuring accelerated progress for all students.
- Provide first aid and support students with medical needs, including maintenance of relevant records and first aid boxes.
- Support students throughout the day by fulfilling pastoral responsibilities.
- Plan and lead intervention and nurture sessions.
- Provide support in lesson as part of the double staffing model and support with lesson cover as and when required.
- Support exam access arrangements as and when required.
- Lead home visits.
- Co-ordinate and manage a key worker role.
- Engage fully in our trust's professional growth process to fulfil personal potential and be able to participate effectively in the implementation of our academy's strategic big moves.
- Attend meetings / training and carry out administrative tasks and duties as specified on our academy calendar.
- Consistently implement all trust policies and contribute to decision-making and consultation procedures.
- Report any safeguarding concerns immediately to a designated safeguarding lead.
- Carry out any other reasonable duties as requested by the principal.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually.