

Job Description

Post: Student Wellbeing Mentor (Level 1)

Purpose

To challenge educational and social disadvantage by achieving the highest possible standards and preparing all our students to lead successful lives.

Duties and Responsibilities

- Identify and report on the progress of students who require additional SEMH support to maximise their achievement at the academy.
- Provide support to students identified by the Wellbeing Team on a daily basis.
- 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 both in and outside the classroom.
- Promote and maintain discipline in accordance with the rules and behaviour policy of the academy.
- Lead small group interventions for pastoral support.
- Communicate effectively with the subject teacher/s, HOY and SENDCo to share the students' learning.
- Support staff and students by signposting the use of specialist aid / resources / equipment for students' needs, as guided by the SENDCo.
- Support transition from primary and to post 16 provision.
- Work with external agencies to undertake training, access support and implement strategies to develop student learning.
- Develop positive working relationships with students and their families in order to provide advice, training and guidance.
- Support with the management of learning resources, including auditing, replenishing and reordering.
- Support students throughout the day by fulfilling pastoral responsibilities.
- Provide first aid and support students with medical needs, including maintenance of relevant records and first aid boxes.
- Participate in the academy coaching process.
- Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the academy's goals and improvement plan.
- Attend meetings / training and carry out administrative tasks and duties as specified on the academy calendar.
- Support students throughout the day by fulfilling pastoral responsibilities.
- Participate in the academy coaching process.
- Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the academy's goals and improvement plan.
- Attend meetings / training and carry out administrative tasks and duties as specified on the academy calendar.
- Consistently implement all academy policies.
- 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.