

JOB ADVERT

Position:	Learning & Engagement Mentor
Pay Scale/Spine Points:	Scale 8, Spine Points 25-28. Annual Salary Range: £33,945-£36,648 PA, Actual Salary: £29,231.50-£31,559.17 PA.
School:	Ramsden Hall Academy
Working Pattern:	37 Hours per working week. Days: Monday-Thursday inclusive, 8.30am to 4.30pm and Friday 8.30am to 4pm. Term time + Inset Days (working 39 weeks per year).

We are seeking to appoint an efficient, motivated and committed **Learning & Engagement Mentor** join our Academy, which holds Good Ofsted status. Our residential provision holds Outstanding Ofsted status. Ramsden Hall Academy is a Residential Special School for boys aged 10 to 16 who have an EHCP for Social, Emotional and Mental Health.

The successful candidate will support pupils who are facing difficulties attending school and needing a more bespoke education because of issues related to social, emotional, personal, behavioural problems or other factors. Supporting these pupils and families overcome their barriers to learning and fully engage with lessons to become more effective learners and to improve academic and pastoral progress.

Duties and Responsibilities

Teaching and Learning

To work in 1:1 and small groups both out in the community and within school to ensure the following:

- To develop a positive relationship with the young person and parent/carers
- To engage with young person in a neutral setting to start working on Social, emotional, personal and behaviour.
- To work with young person, family and Education provider to support and develop a package to increase active participation to learning.
- Promote consistently high expectations of all pupils and make sure they're making good progress by offering targeted academic and pastoral support
- Identify pupils or groups of pupils who are facing learning difficulties, and put initiatives in place to address the barriers to learning they're experiencing
- Promote and support inclusion for all pupils, including those with special educational needs (SEN), English as an additional language (EAL) or with a physical disability
- Develop individual and group mentoring programmes, creating space for pupils to receive academic and personal support from staff and peers
- Role model good levels of literacy and numeracy, and encourage improvement in these areas among pupils who are struggling
- Develop action plans for pupils facing particular difficulties, and work with staff and parents/carers to put them in place
- Support pupils' successful transition to the next phases of education
- Where appropriate, visit pupils at home to discuss issues and plan next steps.

Behaviour and Safeguarding

- Work with parents/carers, pupils and staff to create open discussions about pupils' needs, the school's expectations and what appropriate support looks like
- To be a part of the DDSL team
- Work with pupils to demonstrate and encourage good behaviour in line with the school's behaviour policy
- Support the physical and emotional wellbeing of pupils, encouraging confidence and self-esteem through listening to them, and through individual and group support
- Follow all relevant legislation, guidance and procedures regarding child protection, safeguarding, and health and safety
- Support the attendance and punctuality of all pupils, and work to improve attendance rates where issues are identified, recognising how this links to pupils' wellbeing
- Work collaboratively with appropriate external agencies to support pupils' development and progress
- To support learning within the school day building relationships with pupils and staff. To be agreed as the role develops

Curriculum and Leadership

- Demonstrate enthusiasm for learning and improving skills, and model this to all pupils
- Engage with staff and school leadership to put whole-school strategies in place to support the learning of all pupils
- Liaise with families and develop good relationships with parents/carers, becoming a recognisable and approachable contact within the school
- Network with other learning mentors and local SEND/safeguarding partners to share and promote best practice
- Where appropriate, take part in absence management meetings, and communicate with parents/carers
- Take part in line management within school, and set goals for continuing professional development
- Report to the headteacher and senior leadership team on pupil progress and absence rates
- Maintain accurate and up-to-date records, and prepare written evaluations and reports

General

- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.
- To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace.
- Ensure that all duties and services provided are in accordance with the Academy's Equal Opportunities Policy.
- The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

Candidates must have:

Qualifications and training:

- GCSE or equivalent level, including at least a grade C/grade 4 in English and Maths
- Full driving licence

Experience:

- Experience working with children of the relevant age, and managing situations relating to challenging behaviour
- Assessing pupils' needs and barriers to learning
- Delivering programmes for pupils with challenging behaviour, including one-to-one, small group and whole-class activities
- Coaching and advising staff on suitable behaviour interventions
- Working closely with families/carers, including carrying out home visits
- Working collaboratively with outside agencies and participating in meetings

Skills & Knowledge:

- Strong listening skills and proven ability to deal with sensitive situations with integrity
- Proven ability to communicate effectively with adults and children, including through written and verbal communication
- Proven ability to create good relationships with pupils, staff and parents/carers
- A well-developed understanding of strategies to manage and support young people with challenging behaviour in a school environment
- Proven ability to tailor interventions to individual pupils
- Excellent understanding of safeguarding policies and procedures, and their role in child protection
- Proven ability to be flexible to changing workload demands and new challenges
- Ability to use IT systems and to conduct analysis and produce reports

Personal Qualities:

- Able to demonstrate Ramsdens Four R's: Respectful, Resilient, able to Reflect and Repair.
- Willingness to provide the best possible opportunities for all pupils
- Ability to relate to young people and act as a positive role model
- Well-developed sense of empathy
- Well-developed sense of humour

- Organised, proactive and self-motivated
- Good time management skills
- Commitment to upholding and promoting the ethos and values of the school
- Ability to work collaboratively
- Ability to work well under pressure and prioritise effectively
- Ability to self-evaluate own work and actively seek opportunities for development
- Commitment to maintaining confidentiality at all times
- Commitment to safeguarding, equality, diversity and inclusion

We will offer you:

- A friendly and supportive working environment
- Automatic enrolment into Local Government Pension Scheme
- Continuous Professional Development
- Free onsite car/bike parking at our Academy
- Access to the Employee Assistance Programme
- Excellent facilities
- A responsive, supportive and involved team
- A Residential Academy that is fully committed to nurturing the potential in all of our pupils.

Potential candidates are invited to visit the school in term time or to contact us for an informal conversation, please contact Jane Quilter- HR Operations Manager on telephone: 01277 624580 or email: jquilter@ramsdenhall.org.uk We reserve the right to call applicants to interview and appoint, prior to the closing date.

To apply please complete the employment application form, which can be found on our website, or follow this link: <https://ramsdenhall.org.uk/careers/vacancies> This form must be fully completed and submitted to jquilter@ramsdenhall.org.uk (unaccompanied CVs or third party application forms will not be accepted) by the closing date stated.

Ramsden Hall Academy (RHA) is part of the Parallel Learning Trust (PLT), a Multi Academy Trust based in Carshalton and is committed to safeguarding and promoting the welfare of all pupils attending the Academy. As the duties of this post involves regular contact with children, any offer to the successful candidate will be conditional upon an Enhanced Disclosure being obtained via the Disclosure and Barring Service, medical clearance and satisfactory references. We will also carry out online searches on shortlisted candidates to help identify any incidents or issues that are publicly available online.

PLT is a Multi Academy Trust and Approved DfE Academy Sponsor; a forward thinking and innovative primary, special and alternative provision provider. PLT is committed to Safer Recruitment and aims for quality services and equal opportunities.

Closing date for applications is 19 April 2024

Interviews will take place week commencing 29 April 2024