



Swiss  
Cottage  
School  
Development &  
Research Centre

Inclusive  
Nurturing  
Inspiring

# Swiss Cottage School Development & Research Centre

## JOB PROFILE

### Positive Behaviour Support Mentor



<b>POSITION TITLE:</b> Positive Behaviour Support Mentor	<b>DIRECTORATE:</b> CSF
	<b>DIVISION:</b> EDUCATION
	<b>SECTION:</b> SWISS COTTAGE SCHOOL
<b>PAY LEVEL:</b> Scale 6	
<b>REPORTS TO:</b> Leader of Positive Behaviour Support Team & Extended Leadership Team	

## JOB PURPOSE

The postholder will be part of the school's Behaviour Team. Working within a multi-disciplinary framework to provide behavioural support for pupils. The principles of Positive Behaviour Support underpin key behaviour plans and support class teams to implement effective change within the classroom environment. The job purpose is to provide responsive, proactive, and developmental support for elevated behavioural priorities within the school provision.

## MAIN DUTIES AND RESPONSIBILITIES

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- Facilitate the co-production of Positive Behaviour Support plans for allocated cohort group
- Support teachers and the class team to implement specific strategies, modelling excellent practice and building capacity across the school.
- Support pupils to overcome the barriers to learning that can arise from behaviors that challenge.
- Respond to escalated behavioural priorities when classroom strategies require additional specialist intervention - responding in line with PBS and TeamTeach strategies for management and de-escalation
- Facilitate de-brief sessions in line with the school's system and process
- Work directly with pupils and class teams on reflection and reparation after behavioral incidents have occurred, ensuring that they have a voice in the process.
- Provide accurate record keeping to inform medium and long term monitoring of pupil cohorts through the school's secure data system
- Regular monitoring and review of all Positive Behaviour Support plans for the allocated caseload you work with



- Implement certified training strategies to manage exposure to challenging behaviour
- Facilitate training and cascade skills across the school in accordance with PBS best practice.
- Reflect the school's vision, values, and positive culture
- Reflect the school's ethos of no-judgement of pupil behaviours and recognition that behavior as a form of communication
- Work effectively as part of a solution-focused coordinated team, working to support stakeholder wellbeing alongside the Family Inclusion Team.

## WORK ENVIRONMENT

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The postholder will be based at Swiss Cottage School

Due to the nature of the school there are certain slightly enhanced risks associated with the post including:

- Infection
- Pupil behaviour & incidents

The post will involve a flexible and swift response to rapid change, and the ability to effectively manage constantly changing and conflicting priorities. The post can involve stressful situations and the postholder will need a very high level of emotional resilience.

## WORK CONTEXT

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### **Communications and working relationships**

Frequent liaison with the Behaviour Team, class teams, pupils, and teams across the school.

Ability to liaise with external agencies such as social services, as well as parents and carers as an ambassador of the school.

Strong mentoring-coaching skills are required as the role involves building capacity and inclusion awareness across the school.

### **Innovation (decision making and creativity)**

The post involves contributing to strategies to enable pupils to fully access the curriculum.

### **Resource management**

- The postholder will be responsible for all equipment personally issued to them



## QUALIFICATIONS

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### Essential

- Positive Behaviour Support training (FNA and/or ASP)
- Team Teach physical intervention training
- Safeguarding training

### Desirable

- Certifications and/or training in positive behaviour management
- Certifications and/or training in mentoring or coaching

## KNOWLEDGE

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### Essential:

- Experience within special needs schools promoting positive behavior management
- PBS knowledge and demonstrable excellent behavioral practice in schools
- Demonstrable current knowledge of best practice for inclusion
- Demonstrable knowledge of safeguarding procedures for vulnerable people

### Desirable:

- Makaton / Picture Exchange Communication (PEC) System of communication

## SKILLS

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- Able to work effectively as part of a team
- Able to problem solve proactively within the systems and processes defined by the school
- Effective record keeping and ability to demonstrate the impact of specific intervention.
- Effective presentation and communication skills, both written and oral.
- Ability to work under pressure.

## EXPERIENCE

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- Recent and successful experience of working with pupils in a special needs educational setting
- Experience of working with pupils that present with challenging behaviours
- Experience of and commitment to involving parents/carers in the education of their children