



Pastoral and Intervention Officer – Grade 8

Southgate is a special school for pupils with complex needs. All pupils have an Education Health Care Plan (EHCP) and are aged between 4 and 16. We are a nurture school where we celebrate difference, take great joy in our young people, and seek to discover and develop their unique potential.

We create happy and secure learning environments, helping pupils to acquire knowledge, skills, confidence and emotional self-regulation. Our aim is to enable our pupils to lead as full and independent lives as possible.

The Role

You will work within the Pastoral and Intervention Team providing additional support to classes, working closely with pupils and supporting colleagues to implement intervention strategies.

Your understanding of the diversity of children with complex Special Educational Needs will enable you to apply your knowledge to support pupil progress. You will carry out assessments of needs, work in reflective teams and be involved in multiagency support.

You will have the highest regard for safeguarding pupils, in line with the school's ethos, policies and procedures.

You will be part of a positive staff team who work collaboratively and support each other. We are committed to ensure the highest standards of wellbeing and professional development.

Your interpersonal skills will enable you to engage and communicate effectively, working with colleagues, pupils, families and other professionals. You will communicate verbally and in writing, including effectively using IT systems and technology to maintain accurate records.

You will be able to relate to young people with a range of diverse needs. You will have the ability to work with young people with complex SEND.

You will have a calm, patient and reflective approach, being able to demonstrate high expectations of pupil behaviour in a positive and inclusive way.

Working with our children can be varied, rewarding yet challenging. You must be able to inspire, engage and motivate pupils to participate in learning activities whilst encouraging independence.

Find out more about working at Southgate School on our website (www.southgateschool.co.uk) or by following us on Facebook or Twitter.



Key areas of responsibility

You will work across all pathways within school supporting pupils between 4 to 16 years. You will upskill staff to enable them to deliver personalised interventions to individual pupils and small groups of pupils. Your focus will be within one of the following key areas of work, although our team are expected to work flexibly:

- Social and Emotional
- Communication and Interaction
- Physical and sensory

You will support the class to develop and reflect on pupil risk assessments and support plans, ensuring accurate records are maintained.

You will support pupils to develop the skills they need to make progress in your key area. For example, you may be required to lead on communication and social skills, emotional regulation and behaviour management strategies. You will use your training in intervention strategies to upskill other staff.

The Pastoral and Intervention Team are expected to provide additional support in class when needed to help pupils to regulate their emotions. This could involve dealing with challenging situations and you will be provided with training in positive handling techniques.

You will contribute to staff development and provide support to colleagues, where required, and may be responsible for the line management of colleagues across the school.

Working in what can be a challenging environment, we will require you to have an awareness of your own resilience and wellbeing.

You will participate in supervision with other professionals and continually seek to develop your own practice, knowledge and skills.



The successful candidate will;

- Be committed to the whole school nurture approach
 - Have resilience and the ability to reflect
 - Have a passion for children's learning and wellbeing
 - Be confident, positive, calm, sensitive and tenacious
 - Be committed to the safeguarding of children.
 - Have excellent communication and interpersonal skills, with an ability to work as part of a team.
 - Be able to keep up physically with the demands of working within a special school where pupils have complex needs.
 - Have Team Teach training or the equivalent (or be willing to undertake this training) and be calmly confident about using positive physical intervention when this is required.
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Person Specification

We would expect anyone joining Southgate School as a Pastoral and Intervention Officer to be able to demonstrate the abilities/ experience /skills as listed below. We have listed these as essential or desirable.

To be shortlisted for the role of Pastoral and Intervention Officer, please demonstrate on your application form how you currently meet the essential and desirable criteria. If we receive many applications, we may have to shortlist based on the desirable criteria as well.

Application Form

	Ability / Experience / Skills	Essential / Desirable
1	Understanding or an enthusiasm to learn about child development, learning and nurture principles	Essential
2	Enthusiasm and dedication to work with, support and improve outcomes for young people with complex needs	Essential
3	Experience of supporting pupils with Special Educational Needs	Essential
4	Numeracy and literacy skills in order to produce detailed reports, to complete documentation and to keep accurate records.	Essential
5	Understanding of relevant policies/codes of practice and awareness of relevant legislation	Essential
6	Understanding and knowledge of strategies to support communication and interaction/ social, emotional and mental health development	Essential
7	Professional qualifications applicable to the role (e.g. teaching assistant qualification) or can demonstrate relevant experience	Desirable
8	Experience of using IT to provide accurate recording and management information including report writing	Essential



We require you to be able to do the following and will test for these skills/abilities this during the recruitment process.

Interview Process

A	Ability to work as a team member and willingness to lead a team by modelling a positive, professional approach in a variety of situations
B	Ability to communicate effectively with pupils and other staff and outside agencies
C	Able to use intervention strategies to reduce the anxiety of pupils.
D	Ability to relate to pupils from diverse social backgrounds
E	Emotional resilience in working with pupils with exhibit challenging behaviour
F	Able to develop and maintain effective relationships with pupils to motivate and encourage behaviour change.
G	Willingness to work offsite with pupils and families
H	Understanding of safeguarding procedures and issues
I	Commitment to ongoing personal training and development
J	Ability to work flexibly both within and outside of the school environment
K	Willingness to undergo an enhanced DBS check and sign up to the DBS service on an annual basis

General information

You will have completed an enhanced DBS and medical health questionnaire before starting at Southgate School. When you start in your role you will receive a comprehensive induction and any mandatory training including safeguarding and core CPD.

You will have regard for the ethos, policies and practices of the school and maintain high standards in your behaviour, attendance and punctuality. These will be drawn to your attention as part of your induction, ongoing performance development and through school communications.

This job description is intended to provide an understanding and appreciation of the responsibilities associated with the role. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge and remit of the job.