

Full Job Description

Job Title: Pastoral Assistant

Location: Smallbrook School, Wem, SY4 3HE

About the Role

As a Pastoral Assistant, you will play a vital role in supporting pupils with multiple complex and associated social, emotional, and mental health (SEMH) needs to thrive in a safe, structured and nurturing environment. Working closely with the Pastoral Support Team, you will provide high-quality pastoral care, promote positive behaviour, and help pupils overcome barriers to learning, development and wellbeing.

You will build positive relationships with pupils, families, colleagues, therapists and external agencies to ensure every young person receives the support they need to succeed. Safeguarding and promoting the welfare of our pupils will be at the heart of everything you do.

Key responsibilities include:

- Providing pastoral support, guidance and encouragement to pupils across the school.
- Supporting pupils to develop positive behaviour, emotional regulation, confidence and self-esteem.
- Helping to create a safe, inclusive and positive learning environment where all pupils can achieve their potential.
- Working collaboratively with teaching staff, therapists, families and external professionals to support individual pupil needs.
- Recording and maintaining relevant educational, social and behavioural information.
- Contributing to the implementation of behaviour, inclusion and wellbeing strategies across the school.
- Assisting with the day-to-day organisation and smooth running of the school.
- Supporting the personal development, wellbeing and progress of all pupils.
- Contributing positively to the wider life and community of the school.
- Promoting and safeguarding the welfare of children and young people at all times.

This is a rewarding opportunity for someone who is passionate about supporting vulnerable young people and making a lasting difference to their lives.

Who you are

We are looking for a caring, resilient and proactive individual who is passionate about supporting young people with additional needs and helping them achieve their full potential.

The ideal candidate will have:

- A positive and patient approach to behaviour support and relationship building.
- Strong communication and interpersonal skills, with the ability to work effectively as part of a multidisciplinary team.

- The ability to remain calm and adaptable in a fast-paced environment.
- A genuine desire to make a positive difference to the lives of children and young people.