

Job Title	<i>Pastoral Lead</i>
Responsible to	<i>Senior Leadership Team</i>
Key Internal Contacts	<i>Other staff within the pastoral team</i> <i>Staff in other departments within the Centre</i> <i>Staff in other Centres in the Region</i> <i>Regional Office Staff</i>
Key External Contacts	<i>Student relatives, advocates and others</i> <i>Placing Authorities and Service Providers</i> <i>Registration, Regulatory and Inspection bodies</i> <i>Local Services – Statutory, Voluntary and Community Neighbours</i>

JOB PURPOSE

- This position is to lead the provision for students' pastoral and wellbeing development within the School.

KEY TASK AREAS & RESPONSIBILITIES

- To work under the instruction and guidance of the SLT.
- To lead the development of a pastoral team.
- To support the welfare, development and behaviour of all pupils.
- To support the accurate implementation of school policies, modelling a high standard of intervention when supporting pupils.
- Flexible support of staff and students throughout the school day.
- Support staff in the implementation of all school policies.
- Attend AM and PM briefing providing feedback to staff on behaviours and attitudes of students and plans in place to support students.
- Contribute to and follow student Positive Support Plans (PSP) and risk assessments (RA) Work with students to ensure maximum effectiveness of PSP and RA.
- Be on call to support pupils with their specific needs throughout the school day, enabling them to access and engage in the curriculum.
- Effective and timely communication with parents, carers, social services and other stake holders.
- Recording and following up of behaviour incidents on sleuth and weekly analysis reporting to inform the Assistant Headteacher of any patterns for intervention.
- Manage escalating student behaviour up to and including restrictive physical intervention (RPI).
- Lead Student and Staff debriefs post RPI.

- Establish resource needs and advise SLT of likely priorities for expenditure.
- Maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school.
- Use accommodation to best provide for managing students in crisis.
- Ensure the working environment and other areas are visually and physically accessible for pupils.
- Engage effectively with the appraisal cycle and be responsible for your own professional development.
- Act professionally and without prejudice to be a role model for young people.
- Maintain physical and mental health to perform RPI or use reasonable force when necessary and confronted with actual aggression and physical violence.

PERSON SPECIFICATION

Experience	Essential	Desirable
Experience of working with students with ASC, SEN and complex needs	✓	
Experience of delivering pastoral interventions and leading on school initiatives to improve student achievement	✓	
Pastoral leadership experience	✓	
Skills & Attributes	Essential	Desirable
An understanding of strategies to support students' pastoral development and wellbeing	✓	
Experience of leading change, creativity, and innovation	✓	
A clear understanding of the complex needs and diversity of the students, and the need for bespoke pastoral provision	✓	
Strategies for ensuring inclusion, diversity, and access for all students	✓	
Positive profile with students/staff/parents	✓	
Proven ability to work with challenging students to achieve their best outcomes.	✓	
Experience of working with outside agencies	✓	
Ability to prioritise, plan, organise, work under pressure, and meet deadlines.	✓	
Ability to work without direct supervision and use own initiative	✓	
Qualifications & Training	Essential	Desirable
GCSE English and Maths or equivalent and full UK Driving Licence	✓	
Strong professional development record	✓	
Other	Essential	Desirable
Patience, persistence, flexibility	✓	
Commitment, resilience, sensitivity, sense of humour	✓	
Optimistic, professional attitude	✓	