



ST WILFRID'S RC COLLEGE

JOB DESCRIPTION

Behaviour Support Officer

Responsible to: Deputy Headteacher – Pastoral
Salary/Band: Band 5 SCP12

This job description may be amended at any appropriate time, following consultation with the Headteacher. It will be reviewed annually and performance management objectives will be agreed

Overall Objectives of the Post:

- To provide Pastoral Support to the Pastoral team
- To work with a range of teaching and support staff in school to promote positive learning behaviour, welfare and attendance of pupils.
- To support the removal of barriers to learning.

Job Description:

- Contribute to daily Behaviour Support duties promoting high standards of behaviour.
- Provide Pastoral Support to students experience emotional, social or behaviour challenges.
- Act as a first point of contact for students needing guidance or support.
- Implement early intervention strategies to address barriers to learning and person development
- Support the school's behaviour policy by working with students who require additional guidance
- Promote positive behaviour management strategies and restorative approaches
- Identify and report safeguarding concerns in line with the school's policies and statutory requirements.
- Work with the Designated Safeguarding Lead (DSL) to support vulnerable students and their families.
- Liaise with external agencies such as social services, CAMHS, and youth support organisations where necessary
- Build positive relationships with parents and carers to support students' well-being.
- Attend multi-agency meetings as required to provide insight into students' needs.
- Signpost families to appropriate support services.
- Support students with transitions, including moving between key stages and reintegration following exclusions or extended absences.
- Encourage students' participation in extracurricular activities to enhance their school experience.
- Promote a culture of respect, resilience, and aspiration among students.

The School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to obtain an Enhanced Certificate of Disclosure.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others' health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: RYR

Date: Feb 2025