



St Gabriel's C of E Primary School

Children and Family Wellbeing Support Worker Job Description

Post Title: Children and Family Wellbeing Support Worker

Responsible to: Headteacher, Deputy or Assistant Heateacher

Purpose of the post:

To provide support and guidance to children, young people, their families and those engaged with them, by removing barriers to learning in order to promote effective participation, enhance individual learning, raise aspirations and achieve full potential.

The Children and Family Wellbeing Support Worker has five key responsibilities:

- **Mentoring:** Establish and develop effective one to one mentoring and other supportive relationships with children and their families.
- **Barriers to learning:** Work towards addressing barriers to learning including, but not limited to attendance, mental health and wellbeing, relationships, participation and social inclusion.
- **Partnerships:** Negotiate, establish and maintain effective working partnerships with support agencies and individuals in order to address health and wellbeing needs and remove barriers to learning for children and young people.
- **School practice:** Supporting school policies in relation to raising standards and inclusion.
- **CPD & Professional competencies:** Promoting and maintaining their own professional competencies.

Key Responsibilities

Mentoring:

- Develop and maintain effective one to one, small group, whole class and other supportive mentoring relationships with children, young people and those engaged with them in order to achieve identified outcomes
- Negotiate with children and their families how these identified needs will be addressed through mentoring or therapeutic interventions and provide them with a range of strategies for overcoming barriers
- Develop, agree and implement a time bound action plan with groups and individual pupils based on a comprehensive assessment of their strengths and needs
- Review the effectiveness of mentoring with children and young people, agree supportive exit strategies and maintain accurate records of work
- Assist in the identification of early signs of disengagement and contribute to specific interventions to encourage re-engagement

- Contribute to the development of group programmes which encourage enhanced motivation, self-esteem and educational achievement
- Contribute to the development of additional activities, clubs and programmes, which support children's and young people's learning and social participation and enhance the schools extended range of services
- Support children and young people who could be deemed vulnerable during transfer between educational establishments. Identify their needs and the continued support required
- Contribute to the monitoring of attendance and support action to tackle low attendance
- Contribute to the safeguarding and protection of children and young people in need

Addressing Barriers to Learning - Supporting Learning, participation, mental health and social inclusion:

- Contribute to the comprehensive assessment of children and young people and the review of their progress and achievements
- Contribute to the identification and then addressing of barriers to learning for individual children and young people and provide them with a range of strategies for overcoming barriers, including where appropriate therapeutic interventions
- Assist children and young people to make a successful transfer between educational establishments and transition at key stages in their learning and development
- Assist in identifying and assessing the learning and development needs including pupils with special needs and those with special gifts and talents
- Support families with poor attendance to ensure children are in school and learning

Working in Partnership

- Work closely with all staff to ensure that everyone understands the needs of the children and young people and supports the strategies being used by the children and family support worker to develop the pupils' skill for learning and participation
- Develop and maintain appropriate contact with the families and carers of children and young people who have identified needs and to keep them informed about the pupils needs and progress and to secure positive family support for the pupil and if needs be, positive support for the family.
- Liaise with the established systems within the school in order to facilitate access to specialist support for pupils with barriers to learning
- Negotiate, establish and maintain effective working partnerships with other agencies and individuals in order to address needs and help remove barriers to learning for children and young people
- Agree mutual roles and responsibilities and information exchange protocol with receiving agencies and provide accurate and complete information
- Network with other organisations in order to facilitate events, courses and activities to support, broaden and enrich learning and participation
- Liaise with other schools to promote speedy and effective transfer of pupil information and negotiate strategies that will prepare children and young people for transition and change

Supporting School Practice

- Support school policies on raising standards and promoting inclusion
- Within the framework of Children and Family Wellbeing Support Worker practice increase and enhance the school's range of alternative and creative strategies for re-engaging vulnerable children
- Through the mentoring relationship challenge assumptions, expectations and views of the learning process in order to re-engage and raise standards
- Work within and encourage the school's Equal Opportunity Policy
- Produce policies and guidance documents that inform staff, parents and children and young people about the role of the Children and Family Wellbeing Support Worker
- Review own contribution to the school as part of the whole school evaluation procedure. Seek views of pupils, staff, parents and carers on the mentoring or therapeutic support they have received.
- Present comprehensive evidence to Headteachers, Governors and inspections of the impact the Children and Family Wellbeing Support Worker has had .
- Maintain a database of information, analyse school pupil data and provide reports for mentoring and evaluation purposes for SENCo
- Complete the administrative duties relevant to the role of Children and Family Wellbeing Support Worker
- Comply with all the requirements of Health and Safety legislation and LA policy, taking appropriate action where necessary
- Undertake further duties in agreement with the Headteacher or other members of the senior leadership team

Continued Professional Development and own professional competencies:

- Operate within agreed legal, professional and ethical boundaries when working with children and young people and those involved with them
- Maintain appropriate professional boundaries in all contacts with and support of children and their families
- Ensure own professional competence remains sufficient to provide effective support to children and young people
- To attend network meetings with other professionals in similar pastoral roles and contribute to the identification and sharing of good practice between individuals and partner agencies to enhance mentoring and wellbeing provision
- Attend training and professional development sessions
- Assist in identifying and sharing good practice with school staff and other practitioners in similar mentoring and therapeutic roles
- To meet regularly with the designated line manager to discuss management of caseload and report on progress of identified pupils
- Take part in annual professional reviews