



the  
**LatimerArts**  
College

INFORMATION PACK:  
Behaviour Mentor



## Job Description: Behaviour Mentor

### Job Description

Role:	Behaviour Mentor		
Line Manager:	SEND Provision Lead	Direct Reports:	None
Scale:	Grade G, Point 11	Hours:	32.5 hours per week 39 weeks per year

### General Responsibilities

To deliver targeted interventions, build strong relationships and provide consistent guidance to help students develop positive behaviours, resilience and confidence.

### Specific Responsibilities

- To understand and be fully committed to the responsibilities in relation to child protection and safeguarding young people;
- Demonstrate a strong commitment to safeguarding and child protection, ensuring the welfare of all students is prioritised at all times;
- Deliver targeted interventions and personalised support for individual students and small groups, particularly those with identified Social, Emotional and Mental Health (SEMH) needs and Communication and Interaction needs;
- Monitor, observe and assess students' progress, both within the classroom and during less structured times (e.g. break and lunch), adapting support strategies where necessary;
- Work collaboratively with teaching staff, the SEND team and external professionals to promote inclusive practice and improve outcomes for students;
- Build positive relationships with families and carers, maintaining effective communication to support student progress and wellbeing;
- Maintain accurate and up-to-date records of interventions, evaluating impact and reporting outcomes to the SEND Provision Lead;
- Contribute to statutory processes, including Annual Reviews and Early Help assessments, by providing relevant information and attending meetings as required;
- Undertake training and responsibilities associated with the role of Safeguarding Officer, where appropriate;
- Engage in ongoing professional development and attend relevant training to effectively fulfil the role;
- Support a form group as part of the school's personal development and pastoral programme;
- Carry out any additional duties commensurate with the role, as directed by the Principal.



## Person Specification: Behaviour Mentor

SELECTION CRITERIA (no priority order)	Essential	Desirable	METHOD OF ASSESSMENT
<b>Education</b>			
Good levels of literacy and numeracy	X		Application
<b>Working with Children and Young People</b>			
Ability to form and maintain appropriate relationships and personal boundaries with children and young people	X		Interview
Commitment to, and belief in, the equal value of all students	X		Application / interview
Knowledge and experience of the requirements of safeguarding within schools, including Child Protection	X		Application / interview
<b>Knowledge and Experience</b>			
Experience of working with secondary school aged students	X		Application
Experience of working with SEND students, particularly those experiencing SEMH issues	X		Application
<b>Skills</b>			
Excellent communication skills	X		Interview
Ability to deregulate students	X		Application / interview
<b>Personal Qualities</b>			
Able to work as part of a team	X		Application / interview
Efficient and organised	X		Application / interview
Calm and adaptable	X		Application / interview
<b>Additional Requirements</b>			
Willing to contribute to the wider aspects of school life		X	Application / interview