



## JOHN GULSON PRIMARY SCHOOL

### JOB DESCRIPTION

**Post Title:** Learning Mentor

**Grade:** 5

**Job Purpose:**

Under the direction of the Head of Safeguarding, SEND, Behaviour and Pastoral Care:

To provide a complementary service to that provided by teachers and pastoral staff in order to address the needs of pupils, who need help and support to overcome barriers to learning, both inside and outside school, to achieve their full potential.

To contribute to raising standards of attainment, improving attendance, reducing exclusions and maintaining good standards of behaviour.

To offer support to children and families acting as Lead Professional where appropriate.

**Main Duties and Responsibilities:**

1. Develop positive one to one mentoring relationships with pupils identified as needing support.
2. Work collaboratively with the HoSSBP, teachers, the pastoral team, Family Support Worker and other external agencies to identify pupils with barriers to learning and at risk of disaffection in order to ensure that these receive support.
3. Devise, implement and evaluate individual pupil action plans for pupils identified as needing support, working with teachers and other staff.
4. Establish and maintain home/school liaison with the families and carers of pupils receiving support in order to keep them informed about pupil needs and progress, and to secure positive family and carer involvement and support.
5. Establish good relations and work closely with other agencies who may also be involved in supporting a targeted pupil - e.g. Behaviour Support, Educational Psychologists - so that the needs of the pupil concerned are met in a focused and integrated way.
6. Develop a full understanding and knowledge of the range of agencies and activities, which can provide support to vulnerable pupils.
7. Promote the efficient and effective transfer of pupil information at points of transition and support pupils during transition in line with policy and practice.



## JOHN GULSON PRIMARY SCHOOL

8. Encourage positive attitudes to pupils receiving support and a shared understanding of their needs within the School.
9. Network with Learning Mentors in other Schools, working together to ensure identification and dissemination of best practice.
10. Liaise and meet regularly with the HoSSBP to report and discuss progress on specific children and families, taking specific action as agreed.
11. Attend appropriate CPD and support whole staff training to ensure best practice across the school.
12. Meet regularly with the HoSSBP to discuss circumstances that may impact on children's ability to fully access school life and consider future actions to support individuals and families.
13. Support teachers in devising and implementing bespoke strategies to aid successful inclusion for individuals and monitor, review and then further manage changes in provision.
14. Contribute to reports for the SLT and/or School Governors as required
15. Contribute to and implement actions on the School Improvement Plan where appropriate.
17. Any other duties and responsibilities within the range for the salary grade.