



Job Title: Pastoral Teacher

Reports to: Inclusion Lead

Location: Cranborne Primary School

Salary: H4-H6

Employment Type: Full-Time / Part-Time

Job Purpose

The Pastoral Lead is responsible for supporting the social, emotional, and behavioural development of the children at Cranborne Primary School. This role is integral to promoting a positive and inclusive school culture where all children feel supported, safe, and motivated to achieve their personal best. The Pastoral Teacher will work closely with children, parents, teachers, and external agencies to address individual needs and foster a nurturing learning environment.

Key Responsibilities

1. Children Support and Welfare

- Provide direct pastoral support to children, focusing on their social and emotional well-being.
- Act as a trusted point of contact for children, encouraging open communication and a safe environment for expressing concerns.
- Offer one-on-one and group sessions focused on building resilience, self-esteem, and positive coping strategies.
- Children's mental health lead in school.

2. Classroom and Behaviour Management

- Support classroom teachers with strategies for managing student behaviour effectively and creating a positive learning atmosphere.
- Work with children displaying challenging behaviour to develop personalised behaviour plans.
- Encourage positive relationships among children, promoting respect, empathy, and teamwork.

3. Communication and Relationship Building

- Develop and maintain strong relationships with children, parents, and staff to foster a supportive school community.
- Communicate regularly with parents regarding their child's well-being and progress, offering guidance on social and emotional issues.
- Act as a liaison between the school, families, and external support services when additional intervention is required.

4. Intervention and Referral

- Identify students who may need additional support due to social, emotional, or behavioural challenges.
- Collaborate with the school's Special Educational Needs and Disabilities (SEND) coordinator, and other relevant staff to create and implement intervention plans.
- Refer students to appropriate external agencies for specialised support when necessary and maintain contact to ensure continuity of care.

5. Safeguarding and Child Protection

- Work with the safeguarding lead to lead on child protection and safeguarding.

- Attend meeting with external professionals e.g. TAFs, CINs, CP conferences
 - Be vigilant and proactive in identifying any safeguarding concerns, reporting them in line with school policy and safeguarding procedures.
 - Attend regular safeguarding training and maintain a thorough understanding of child protection protocols.
- 6. Record Keeping and Reporting**
- Keep detailed records of interactions with students, behavioural plans, and progress reports.
 - Provide regular updates to the Inclusion Lead and other relevant staff members on student welfare and behaviour management plans.
 - Contribute to the assessment of overall school well-being and the effectiveness of pastoral programs.
- 7. School Culture and Community Engagement**
- Promote and participate in school activities that build a positive, inclusive school culture.
 - Support school events, workshops, and assemblies focused on topics such as anti-bullying, kindness, respect, and resilience.
 - Act as a role model to children, embodying the school's values and promoting an environment of respect and empathy.
 - Lead assemblies to support children's emotional well-being and safety.

Other Key Areas

The job holder will:

- Maintain good order among pupils, providing clear, consistent, firm but caring guidelines for children's behaviour, in line with the school policy and ethos
- Work as a member of the teaching and learning team
- Participate in training and development activities, ensuring continuous professional development
- Seek help or advice wherever necessary
- Complete any other duties in line with the role as directed by the Inclusion Lead or Head teacher.

Disclosure and Barring Service

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Criminal Records Bureau as part of Hertfordshire County Council's pre-employment checks. Please note that additional information referring to the Criminal records Bureau is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.