

Advertisement for Role of Pastoral and Welfare Lead

Reference: DPA044

Location: Dormanstown Primary Academy, South Avenue, Redcar. TS10 5LY

Salary/Level: Spine point 28 – 30 £25,214 - £27,090 (Pro Rata £22,245 - £23,900)

Hours: 37 hours per week, term time only, plus two additional weeks

Status: Permanent (subject to the satisfactory completion of a probationary period)

Responsible to: Deputy Head Teacher

Responsible for: Attendance, punctuality, safeguarding, child protection and developing behaviour for learning.

We wish to appoint a Pastoral and Welfare Lead to join our academy and work as part of the Pastoral and Welfare Team across the Trust. This will involve working closely with staff whilst also using your own drive and initiative to develop strategies to:

- support families to ensure that their children attend school regularly;
- ensure that children are kept safe and work positively with a range of stakeholders to protect children;
- enable children to be successful through supporting excellent attitudes towards learning and behaviour.

You will be accountable for monitoring registers, verifying reasons for absence and identifying cases of non-attendance that require further investigation. You will be required to contact and visit the homes of children absent from the academy, find ways to build effective relationships with parents and ensure excellent attendance. In addition, you will be required to work closely as part of the safeguarding team, advising on child protection issues, preparing reports, making referrals and attending child protection conferences as well as other meetings related to the well-being of children. Together, you will ensure that staff are appropriately trained and follow the policies of the academy. You will also work as part of the pastoral team to ensure excellent behaviour for learning through analysing patterns, identifying and addressing concerns and setting high expectations.

You should have an understanding of the statutory nature of education welfare work, a good standard of education and excellent communication skills, both verbal and written. You will need to be confident communicating with parents, children and other professionals. The hours for the role are flexible to meet the needs of the Trust, the academy and its community. As the role involves travel, you must possess a current full driving licence and your own car insured for business purposes.

In return, we can offer you a successful academy which places a high value on its work supporting children's emotional needs and wellbeing. The best interests of the children are central to our decision making. You will work with our lovely children and staff and continue to develop practices to meet the pastoral needs of the children. There is an opportunity to innovate and improve the life chances of our pupils. Additionally, each academy in the Trust has their own post holder and the team work together, share good practice and discuss case work. We also work closely with the safeguarding team at Redcar and Cleveland.

Application packs are available from either the academy or Trust websites or can be obtained by contacting the academy office on 01642 483696. Letters of application should be addressed to the Head Teacher, Miss K Newton.

Visits to the academy are strongly encouraged and can be arranged by appointment with the academy office.

Viewing dates: 1st March 3.00pm, 2nd March 10.00am

Closing date for applications: Monday 5th March

Shortlisting Date: Tuesday 6th March

Interview Date: Tuesday 13th March

Dormanstown Academy is committed to safeguarding and promoting the welfare of children and expects staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.



