



St John's Green Primary School.

Learn to Live, Live to Learn.

Job Description for Family Support Worker Assistant Scale 3 Point 4

Title of Post:	Family Support Worker
Banding	Scale 3 Point 4
Responsible to:	Headteacher, Family Support Manager & Senior Management Team
Purpose of the Job:	To work in partnership with the Family Support Manager to provide emotional, psychological and social wellbeing support in line with the national curriculum, codes of practice and school policies and procedures.

Duties and Responsibilities:

- Working with children who would benefit from interaction and participation in sport and outside activities under the direction of the Family Support Manager
- Establish positive relationships with pupil/s supported and encourage pupil/s to share anxieties and concerns whilst involved in outside activities
- Implement planned outdoor activities/teaching programmes as agreed with the Family Support Manager adjusting activities according to pupils' responses as appropriate
- Promote positive pupil behaviour in line with school policies and help keep pupils on task
- Interact with, and support pupils, according to individual needs and skills

- Monitor and record pupil activities as appropriate writing records and reports as required
- To attend to pupils' personal needs including help with social, welfare and health matters, including minor first aid.
- Liaise with other staff and provide information about pupils as appropriate
- To assist with escorting pupils on educational visits
- To understand and apply school policies in relation to health, safety and welfare
- Attend relevant training and take responsibility for own development
- Attend relevant school meetings as required
- To be aware of the schools child protection procedures and to notify the school's child protection officer of any concerns
- To respect confidentiality at all times
- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with the line manager
- To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace
- Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy
- The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.

