



Stoke Newington School
& Sixth Form

JOB PACK

Pastoral Counsellor

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Job advertisement

Pastoral Counsellor

- 5 days a week, term time only
- Grade S01 £28,359-£29,389 per annum

Purpose of job:

The Pastoral Counsellor's main role is to provide support for vulnerable pupils, including those working with CAMHS, pupils on a CP plan, LAC pupils, poor attenders and pupils with social care involvement.

The role also involves preventative work with students who are at risk of becoming school refusers. You will join a team of 2 Pastoral counsellors.

The role:

All posts require a minimum of 5 A* - C grade GCSE or equivalent in Maths & English and preferably and an academic qualification at L5. The post requires a counselling qualification to at least Level 3 and experience of working with young people in a counselling capacity. The post-holder would be encouraged to work towards a Counselling Diploma whilst in post.

The Pastoral Counsellors:

Work as a part of the core Mental Health Team and have a key role in all of the school systems for identifying and supporting vulnerable young people. They have a lead role in working with our external partners such as Young Hackney, Children's Social Care and CAMHS in Hackney and in the surrounding local authorities where our children live.

The Pastoral counsellors have a high-profile role in all aspects of Child Protection, Mental Health Support and student and staff Wellbeing.

The School:

Stoke Newington School & Sixth Form is a "good with outstanding features" school. We pride ourselves in providing our students with inspiring and creative teaching and learning opportunities within the curriculum and through our programme of extra-curricular activities. We aim that every child aspires to and achieves excellence.

We are looking for conscientious, professional team players who are passionate about ensuring every one of our students achieves their full potential.

Applying for the role:

If you are interested in joining our team please apply via <https://www.tes.com/jobs/employer/stoke-newington-school-and-sixth-form-1050384>. The closing date for receipt of applications is **Monday 4th July, 9.00am**.



Job advertisement

Job title: Pastoral Counsellor

Directorate: Stoke Newington School

Reporting to: Deputy Head Safeguarding and Pastoral

Grade: S01, 5 days a week - term time only

Main duties and responsibilities:

1. To support the work of the Designated Teacher for Safeguarding Children in helping to identify and support young people at risk.
2. Supporting young people who are identified as being vulnerable and to be part of the Student Support Network meetings that help identify the vulnerabilities and help directly support the young person or identify and refer the young person to an external agency that can provide the appropriate support
3. Support the work of other services within school such as ASpace with appropriate referrals of young people
4. Supporting vulnerable students, to overcome obstacles to learning through providing counselling support internally.
5. Working as a part of the attendance Team particularly in relation to students with Persistent Absence or school refusal.
6. Supporting young people in transition from year 6 to year 7
 - a. with small group work designed to address their vulnerabilities.
 - b. With visits to primary schools to help identify young people that may need additional support to make successful transition in year 7.
 - c. Help set up the work of the transition groups and support any content as required.
7. Supporting the work of other members of the team by helping to identify young people who might benefit from other small group work in areas like anxiety.
8. Provide support to young people in crises particularly in relation to mental health and to work with all staff to make sure that Mental health and Wellbeing has a high profile within the school.
9. Work with professional colleagues externally who are supporting our young people and make sure that young people are always safe in school: attending safety planning meetings etc.
10. Lead discussions with parents/carers and the young person about information sharing inside of school making sure that staff have appropriate knowledge about a young persons vulnerabilities and needs.

• **Support for Students**

- To help identify support for young people with challenging behaviour and to be a core part of identifying any underlying needs that the young person might have.

- To provide support for the emotional needs of students either directly or through the work of a school group.
- To plan and lead on programmes for children who are experiencing difficulties, in conjunction with teachers and Educational Psychologists on the team.
- To work with referred children as appropriate.
- To make use of Edukey to record interventions, submit returns, timetables and lists of children seen, as required.

Advice, Guidance and Support

1. To provide advice and guidance on supporting the most vulnerable students to all school staff including Senior Management.
2. To be a source of expert advice for staff making decisions about vulnerable young people.
3. To carry out home visits in conjunction with other pastoral staff where appropriate
4. To lead multi-agency casework, facilitating meetings, making referrals and collating and recording information as appropriate.
5. To make sure that our referrals to external agencies are high quality and appropriate.
6. To maintain excellent relationships with our external partners

With regard to looked after Children

- To work with the Lead Teacher for Looked After children to help ensure that the needs of children in school are met.
- To offer support and advice to the lead teacher in relation to work with external agencies.
- To offer support and advice to the lead teacher in relationship to the care situations of the young people.
- To offer support and guidance to the Designated Teacher when planning for Transitions.

Other

- To provide a counselling service to staff on work and personal issues and in times of school crisis.
- To attend and deliver in-service training, as required.
- To understand and comply with the school's equal opportunities policy.
- To uphold and comply with the statutory provisions of the Health & Safety at Work Act 1974 and any other relevant legislation and policies and procedures relating to health and safety at work.
- To provide counselling and support for families and vulnerable students where appropriate or to signpost other appropriate support.

This is a description of the main duties and responsibilities of the post at the date of production.

The duties may change over time as requirements and circumstances change. The person in the post may also have to carry out other duties as may be necessary from time to time.

- To undertake additional or other duties as may be appropriate to achieve the objectives of the post and as directed and deemed appropriate by the Line Manager, and to be available at times of crisis.

General Requirements

- Enhanced DBS check
- Strong commitment to furthering equalities in both service delivery and employment practice.
- The post holder must at all times carry out his/her responsibilities with due regard to The Learning Trust's policy, organisation and arrangements for Health and Safety at Work.
- It is your responsibility to carry out your duties in line with The Learning Trust's policy on Equality and Diversity and be sensitive and caring to the needs of others, promoting a positive approach to a harmonious working environment.
- You must promote and safeguard the welfare of children, young and vulnerable people that you are responsible for or come into contact with.

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Person Specification	Essential	Desirable
Qualifications	✓	✓
Level 3 Counselling or equivalent qualification	✓	
First aid and fire marshall qualifications (or willingness to obtain)	✓	
English and Maths GCSE (or equivalent) pass	✓	
Experience	✓	✓
Experience of working with 11-16 year olds	✓	
Experience of organising events		✓
Examples of willingness to challenge and support young people	✓	
Experience of dealing with difficult and challenging situations	✓	
Knowledge	✓	✓
Knowledge and understanding of the needs of young people	✓	
Knowledge and understanding of the key principles of managing young people and their behaviour	✓	
Understanding of factors that contribute to poor behaviour	✓	
Understanding of factors that contribute to good behaviour	✓	
Understanding the need to be pro-active in developing positive relationships with all young people in order to increase effectiveness.	✓	
Skills	✓	✓
Good communication, including in written English, and organisational skills	✓	
Skills in communicating with young people	✓	
Skills in identifying potential problems before they arise and having the confidence to deal effectively with the young people concerned	✓	
Ability to remain calm and assured under pressure	✓	
Ability to challenge poor behaviour and to provide support strategies for young people	✓	

Ability to work flexibly in order to respond to the need of the young people and the school	✓	
Ability to provide the commitment necessary to establish positive relationships with a wide and diverse student body	✓	