



Wellbeing Intervention Support Assistant – Job Description

POST TITLE: Wellbeing Intervention Support Assistant

GRADE: NJC Scale 4 points 7-11

POST REPORTS TO: Senior Mental Lead

HOURS: 37 hours per week, Term time only.

LIAISON WITH: Students, staff, parents and carers, outside agencies.

MAIN PURPOSE OF THE POST

To support students' learning by focusing on all barriers, perceived and actual through 1:1 intervention and small groups sessions. These sessions are time specific, and students are referred via the school's internal wellbeing referral system. Sessions and progress are evaluated through self-report, exit assessment, gradebook, attendance, rewards and sanction.

Identification

- As part of the Wellbeing Team led by the Senior Mental Health Lead (SMHL), triage referrals at Wellbeing Team meetings and help to prioritise cases according to need

Assessments and Emotional Tracking

- Record a baseline entry emotional assessment package for each student referred to you in order to identify the optimum child centred intervention
- Report the outcome of all assessments to the SMHL
- Identify a fixed term of intervention sessions, normally 6 sessions, with a clear entry and exit process which is recorded, evaluated and fed back to appropriate stakeholders including SMHL, parents and key staff
- Write an exit report including any recommendations for further intervention eg for external agency involvement
- Liaise and follow up with year teams after the end of the intervention
- Follow all safeguarding procedures if any assessments raise concerns of this nature
- Contribute to the whole school emotional tracking system which is led by the SMHL

Interventions:

- Facilitate time specific therapeutic, wellbeing and behavioural interventions that are causing barriers to learning such as CBT based work, Mindfulness, ELSA, Drawing and Talking, Seasons for Growth or therapeutic based work eg art or music therapy
- To provide timetabled 1:1 and small group sessions
- These interventions may include: SEMH support, supporting low mood, self-harm, low self-esteem, anxiety and panic attacks bereavement and loss and resilience.
- To attend drop-in mental wellbeing sessions and activities at lunch
- To follow all safeguarding procedures if any intervention or drop-in sessions raise concerns of this nature

General Responsibilities:

- To undertake all training as and when appropriate. Training will be provided as necessary
- To support with any activities as part of the whole school wellbeing strategy
- To work with SMHL and linked staff and other stakeholders
- To keep appropriately detailed records of interventions with students
- To participate in school routines and rotas
- To have responsibility for promoting and safeguarding the welfare of all students
- To have due regard for the School's Health and Safety policies
- To take part in the annual professional development review for support staff being aware that job descriptions are subject to regular review
- To undertake any other duties which may be assigned to the post from time to time as directed by the Head.

Determination

Honesty

Readiness

Respect

Spark