

SVT Learning Mentor Level 1

Grade D

Role Title	Typically reports to
Sea View Trust Learning Mentor Level 1 Blackpool Grade D	Class Teacher
Information sources	Date of profile
Agreed by School Working Party Job Evaluation Panel	150711
Purpose of the role (job statement)	
To mentor one or a group of pupils who require additional support to overcome barriers to learning, under the guidance of teachers / senior staff.	
Responsibilities	
<p>Key duties:</p> <ol style="list-style-type: none"> 1. Liaise with teaching staff to provide particular support to targeted pupils to raise achievement and attendance and help them to overcome barriers to learning; 2. Provide input to the identification of needs, assessing those pupils needing extra support and the development of individual action plans for targeted pupils; 3. Work in a one-to-one relationship with targeted pupils to implement an action plan; 4. Assist in maintaining contact with pupils' families / carers to inform them of progress and issues; 5. Provide extra support to pupils through knowledge of a range of activities and opportunities available to them; 6. Support pupil access to out of school facilities and study support; 7. Collate information and maintain records of pupil achievement and attendance; 8. Develops relationships with pupils to provide advice and guidance on learning and development, liaises with parents / carers and external agencies; 9. Operates within set guidelines, responds to unexpected circumstances; 10. Maintain confidentiality and adhere to safeguarding procedures. <p>Individuals in this role may also:</p> <ol style="list-style-type: none"> 1. Participate in accompanied home visits to support pupils and discuss issues and progress; 2. Take part in the provision of out of school activities; 3. Support the transition of pupils between phases; 4. Demonstrate own duties to new or less experienced staff. 	
Indicative knowledge, skills and experience	
<ul style="list-style-type: none"> • Knowledge / skills equivalent to current National Qualifications at Level 3 or equivalent experience. 	