

Post Title	PBS Lead	Reports to	Headteacher
Hours per week	Full time	Weeks per year	Term time
Contract type	Permanent	Salary	25,000 – 26,5000

Job Description
<p>School Overview</p> <p>The White House School is an Independent special school. We are part of an ethical and progressive organisation that believes it can achieve real change for children, young people and their families.</p> <p>The White House School is situated within BCP local authority and offers a specialist learning provision which emphasises the development of core academic understanding, encourages creativity, celebrates outdoor learning and promotes the growth of essential life skills. We aim to establish a safe, creative and vibrant environment where children feel challenged and supported in their learning, achieving high levels of wellbeing and academic success. We aim to nurture and develop mutual respect, tolerance, teamwork, perseverance, kindness and good manners.</p>
<p>Purpose of the Role</p> <p>As the Positive Behaviour Support Lead, you will be supporting staff to develop excellent positive behaviour support skills, including coaching and delivering training. You will be working alongside the Senior Leadership to analyse and present data. You will also offer support to students as required.</p>
<p>Key Accountabilities & Duties</p> <p>As PBS Lead, you will:</p> <ul style="list-style-type: none"> • Provide support and interventions to our pupils to secure the best outcomes for them • Lead debriefs and reflective learning sessions with staff to ensure best practice is developed • Ensure incidents are recorded and evaluated for impact • Coach staff on using effective person-centred and evidence-based behavioural interventions and strategies that support pupils, including on-the-spot coaching • Undertake external PRICE instructor training and deliver regular training and updates to staff • Work with SPELL Framework • Liaise with parents and carers to support our pupils as required • Deliver staff training on de-escalation, distraction and diffusion strategies • Work alongside the SENDCo, Therapy Assistants and Pastoral Team to audit, review, evaluate and develop current provision and resources • Assess, record and report on development, progress and attainment and use this knowledge and understanding to extend and challenge pupils' learning • Support school leaders to analyse and understand data and trends • Provide support and intervention to pupils as required

As a member of staff, you will:

- Ensure that your practice and conduct is consistently of a high standard
- Manage pupil issues within agreed protocols
- Undertake such other reasonable duties as the Headteacher may require from time to time and review this Job Description annually with the Headteacher
- Participate in the school's appraisal and supervision process and to undertake any training that may be appropriate
- Support and promote our school ethos and approach
- Take appropriate responsibility to ensure the health and safety of self and others
- Adhere to the Staff Handbook and Code of Conduct
- Pursue the achievement and integration of equal opportunities throughout all The White House School's activities
- Uphold our safeguarding culture of vigilance at all times, ensuring the safeguarding of pupils is always of paramount importance and follow the school's safeguarding and child protection policy.

Duties falling within the scope of designated contact hours:

- Evaluating data, producing and presenting reports to the Senior Leadership Team
- Recording and evaluating incident reports
- Leading debrief sessions at the end of the day
- Providing coaching to staff, including on-the-spot coaching
- Supporting pupils and staff during incidents
- Supervising pupils' break and lunchtimes, including leading activities
- Supporting enrichment activities, including trips and visits
- Completing general administration relevant to the role, including paperwork in relation to pupil disciplinary matters, pupil profile and progress updates
- Contributing to the reports written for both parents and local authorities, including providing timely feedback to the SENDCo for Annual Review meetings.
- Attending staff development events and weekly staff meetings
- Undertaking and meeting any relevant CPD requirements
- Liaising with our therapy team and other specialists to ensure enhanced provision is in place at all times
- Liaising with parents/carers

The above list of duties is not exhaustive and is subject to change. The post holder may be required to undertake other duties within the scope and grading of the post.

Equal Opportunities

The White House School will seek to ensure that all existing and potential employees and pupils are given equal opportunities for employment and education. It is committed to the elimination of unlawful or unfair discrimination on the grounds of sex, age, marital status, colour, race, nationality or other ethnic or national origin, disability, sexuality, trade union membership or

activity and religious background.

The school will seek to ensure that no applicant for employment or education is disadvantaged by conditions or requirements which cannot be justified. The school aims to provide an open welcoming and safe environment for all its pupils, employees, and visitors.

Safeguarding

The White House School is committed to safeguarding and promoting the welfare of children, and we expect all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be conducted; references will be sought, and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

We comply with the Disclosure & Barring Service (DBS) code of practice and have a written policy on the recruitment of ex-offenders, both of which are available on request. If you are shortlisted, you will be required to declare any relevant convictions, adult cautions or other matters which may affect your suitability to work with children. As a result of amendments to the Rehabilitation of Offenders Act 1974 (exceptions order 1975) in 2013 and 2020, some minor offences are now protected (filtered) and should not be disclosed to potential employers, and employers cannot take these offences into account.

Person Specification		
Criteria	Essential	Desirable
Knowledge	<ul style="list-style-type: none">• Knowledge and understanding of neuro-developmental conditions (e.g. Autism, ADHD)• Knowledge and understanding of Special Educational Needs and Disabilities• Knowledge of strategies that support pupils' positive behaviour• Knowledge and understanding of physical intervention strategies	<ul style="list-style-type: none">• Knowledge of primary school curriculum and processes
Experience	<ul style="list-style-type: none">• Experience of working with autistic children, young people or adults• Experience of working with children, young people or adults who have additional needs and challenging behaviours• Experience of using physical intervention strategies	<ul style="list-style-type: none">• Experience of specialist settings• Experience of working as a Teaching Assistant• Experience of coaching other adults
Skills	<ul style="list-style-type: none">• Ability to work well with others and independently• Ability to build effective relationships with pupils	

	<ul style="list-style-type: none"> • Ability to build effective relationships with parents/carers and other professionals • Attention to detail • Flexibility and openness to change • Excellent communication skills • Good written skills 	
Personal attributes	<ul style="list-style-type: none"> • Sensitive and understanding • Trustworthy • Punctual and reliable • Resilient • Confidence • Proactive and innovative • Ability to problem solve 	<ul style="list-style-type: none"> • Good sense of humour and a team spirit!
Qualifications	<ul style="list-style-type: none"> • GCSE or equivalent in English and Maths at Level 4 (Grade C) or above • PRICE or Team Teach (or similar) qualification 	<ul style="list-style-type: none"> • Food Hygiene Certificate • Paediatric or other First Aid qualifications • Completion of Teaching Assistant qualification
Other requirements		<ul style="list-style-type: none"> • Full driving license

Further Information

This Job Description and Person Specification are current as of September 2024. In consultation with you, it is liable to variation to reflect changes in the job. If you have any queries relating to your Job Description and/or Person Specification, please consult the Headteacher.