



St Mildred's Primary Infant School

Learning Mentor (EYFS/KS1)

Job Title:	Learning Mentor (EYFS/ KS1)
Responsible to:	Head of School /SLT
Purpose of role:	To provide support and guidance to children and young people who are experiencing difficulties in learning due to social, emotional or behavioural problems or other issues.
Specific Responsibilities:	<ul style="list-style-type: none"> • To promote positive behaviour patterns, raise self-esteem and improve independent working in pupils to assist their education and growth. • To support the physical and emotional well-being of pupils. • To promote and support inclusion for all children including pupils with SEN, EAL and those with a physical disability. • To build and maintain positive and professional relationships with pupils, treating all children consistently, with respect and consideration. • To help develop pupils' confidence and self-esteem through listening to them and devising appropriate programmes of support. • To implement individual programmes for specific pupils under the guidance of the Head of school, SLT or outside agencies. • To develop and agree action plans for individual pupils and groups of pupils. • To liaise with the Head of school, SLT, class teachers and parents regarding the support in place for pupils. • To support pupils in the classroom, playground or in a 1:1 setting. • To support pupils during the lunch hour, either to aid with interactions on the playground or to support with Lunch Club • To support underperforming learners in identifying issues which are creating barriers to learning and help them in beginning to address these barriers. • To maintain records on pupils' attendance, punctuality and progress and be able to recognise how these link with pupils' well being. • To support pupils with the transition to junior school. • Be familiar with, and comply with a full range of policies and procedures relating to safeguarding, health & safety and confidentiality. Ensure all concerns are reported to the appropriate person • Work collaboratively with colleagues and build and maintain professional and positive relationships. • Strive to continually develop practice through taking on feedback and seeking out CPD opportunities

Personal education and qualification	<ul style="list-style-type: none"> • To have qualifications in Maths and English GCSE, grade C or above or equivalent. • To have Learning Support Assistant Level 3 qualification or higher education qualifications. • To have the ability to communicate using standard English • To have basic ICT skills for record keeping and completing referral forms to outside agencies.
Desirable personal skills	<ul style="list-style-type: none"> • Professional and honest • Maturity • Positive and nurturing • Ability to relate to young people and act as a positive role model • Excellent interpersonal skills • Effective listening skills • A non-judgemental approach • Excellent communication skills (both written and verbal) • Resilience- the ability to remain calm and work well under pressure • Excellent use of initiative and quick thinking • Ability to work creatively and collaboratively • Flexible and open to change • Good organisational skills • Problem solving skills • Training in Nurture UK and the Boxhall Profile would be desirable but not essential.