



JOB DESCRIPTION

The Bridge and Reintegration Support Leader

Job Title:	The Bridge and Reintegration Support Leader [one year Fixed Term Contract]
Reporting to:	VP - Attendance Lead (PM) Trust Attendance Officer/Attendance Consultant (day to day)
Reporting Lines:	N/A
Salary:	Academy Range 5 or 6 dependant on experience and qualifications

Role Purpose

- To lead on the delivery of The Bridge provision and other reintegration programmes for Folkestone Academy and Turner Free School pupils.
- To liaise with parents and carers of pupils at The Bridge and external agencies as required.
- To liaise with colleagues in school to support, plan and lead on the reintegration of pupils back into mainstream education from The Bridge.
- To support the reintegration of pupils arriving through the in-year admissions process.
- To work under the guidance of the Trust Senior Attendance Officer and Attendance Consultant to support pupils in accessing their learning in lessons as part of a wider reintegration programme.
- To support the implementation of the Attendance Policy, providing support for an agreed cohort.
- To ensure that Turner Schools are places where children thrive and knowledge matters by upholding and modelling the Trust's values in all aspects of the role.
- To support the delivery of the Pupil Wellbeing strategy.

Main areas of responsibility

The post holder will be overall responsible for:

- Creating and delivering The Bridge curriculum, ensuring that pupils complete on-line learning in addition to a range of therapeutic activities and interventions.
- To provide mentoring and support for pupils in The Bridge, acting as the safeguarder for this group.
- To liaise with parents/carers of pupils in The Bridge, being the first point of contact for this group.
- To lead on the reintegration of pupils in The Bridge, ensuring effective communication between pupils, parents/carers, colleagues and any other external agencies.
- To lead on additional reintegration programmes for identified individuals and groups of pupils.

- Ensuring successful reintegration of pupils back into the mainstream school, or where relevant, supporting with access to further alternative provision.
- To engage in and support the training of others involved in raising attendance.
- To support the Pastoral teams in implementing the Attendance Policy, taking responsibility for the reintegration of an identified cohort of children, making regular contact with parents/carers and finding creative solutions to support improved attendance.
- To complete relevant paperwork and referrals as required, updating pupil records.

Other Duties:

- To comply with individual responsibilities, in accordance with the role, for health and safety within the workplace
- Assist in the preparation and review of relevant policy documents.
- To ensure effective communication within the Trust community.
- Share the Trust's and the school's commitment to safeguarding and promoting the welfare of all young people through having knowledge of Government guidelines and safeguarding policies as appropriate within the school.
- Ensure that all duties and services provided are in accordance with all Turner Schools policies and both schools' procedures in line with staff code of conduct/professional expectations;
- To actively engage in the performance management process;
- To undertake any other duty as specified by the Principal/Senior Leadership Team not listed above;
- To be a key part of the life of the schools community, to support both the values, vision and ethos of the schools, encouraging pupils to follow this example.

Qualification Criteria

- Recent safeguarding training

Experience and knowledge required of the post holder

The post holder must have:

- Experience/knowledge of reintegration and therapeutic work.
- Current experience of supporting pupils' attendance
- A command of the legislation and guidance on safeguarding and working with young people, and attention to detail, in order to produce reports, take minutes of meetings, and document safeguarding concerns.



Personal Qualities and Attributes:

This position requires the following personal qualities and attributes:

- Ability and willingness to contribute towards the Trust's vision and ethos;
- Determination to improve standards and outcomes in non-selective education on the south-east Kent coast;
- Interest in playing a part, through education, in the regeneration of Folkestone;
- High ethical standards;
- Strong interpersonal, written and oral communication skills;
- Motivation to improve standards and achieve excellence;
- Ability to demonstrate honesty and integrity;
- Excellent organisational skills;
- Ability to communicate effectively, professionally and in a friendly manner with staff, pupils/students and parents and external agencies;
- To be an ambassador for the Academies and the Trust in dealing with external persons;
- To enjoy helping others and be able to resolve any issues in a professional, calm and measured manner.

All job descriptions may, following consultation with you, be subject to change to reflect or anticipate changes in the job, which are commensurate with the salary and job title.

Employees are expected to comply with any reasonable request from the Principal or the Senior Leadership Team to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

Turner Schools will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.



Acceptance:

I confirm that I have received and understand the job description, which is a supplement to the subject specific teaching job description, both of which may be changed to reflect or anticipate changes in the job, which are commensurate with the salary and job title:

Name.....

Signed.....

Dated.....

Line Manager.....

Signed.....

Dated.....