

Community Support Partner - Job Description



Job Description

Post Title: Community Support Partner

School: The Orchard School

Grade: KSC Pro-rata £21,911.16 (FTE £25,252.00) + **SEN Allowance £1,484.97**

Hours: 37 hours per week (term time only + 5 CPD days)

Responsible to: Community Support Lead

Responsible for: Delivering therapeutic, trauma-informed, and relational support to pupils with SEMH needs

Purpose of the Role

To provide consistent, skilled and responsive support to pupils who are experiencing emotional dysregulation or crisis, and to help them re-engage with learning through strong relationships, co-regulation, and understanding behaviour as communication. You will work as part of the Community Support Team (CST), championing *The Orchard Way* in all interactions and ensuring that every pupil feels seen, safe, and supported.

Key Responsibilities

1. Relational and Therapeutic Pupil Support

- Provide responsive support to pupils experiencing emotional crisis or dysregulation
- Support regulation, repair and re-engagement following incidents or escalations
- Build therapeutic relationships through regular check-ins and targeted intervention
- Act as a key adult for pupils requiring structured relationship-based support
- Implement trauma-informed strategies under the guidance of the CSP–TIP (Trauma-Informed Practitioner) or RTSS (Relational & Therapeutic Support Specialist)
- Use de-escalation and relational regulation techniques in line with *The Orchard Way* and Therapeutic Thinking
- Deliver relational debriefs and ensure timely, accurate records of all interventions
- Support restorative meetings and reintegration conversations as directed
- Respond flexibly and calmly to the changing needs of pupils, remaining present and pupil-focused
- Promote a culture of trust, belonging and aspiration in all pupil interactions

2. Classroom and Whole-School Support

- Support classroom and outdoor learning to help pupils stay in or return to learning safely

- Model positive behaviour and relational responses across all areas of the school, including classrooms, corridors and communal areas
- Collaborate with class teams, the SENDCo and SLT to ensure support is consistent and individualised
- Contribute to the delivery and review of individual support plans and risk assessments
- Contribute to transition plans for pupils moving between settings or returning from exclusion, absence or suspension
- Champion inclusive practices so that all pupils feel welcome, valued and part of our school community

3. Team Working and Deployment

- Follow the daily deployment plan and respond to adjustments set by the Community Support Lead
- Attend daily CST internal debriefs and key stage planning meetings
- Share observations, insights and concerns to support collaborative decision-making
- Maintain strong communication with all professionals involved in a pupil's care
- Take part in reflective discussions and team supervision to ensure practice remains therapeutic and effective

4. Promoting the MVV and The Orchard Way

- Embed the school's Mission, Vision and Values in all aspects of your work
- Actively promote the six core values: **Trust, Belonging, Aspiration, Voice, Pride, Curiosity**
- Consistently model the school's three rules: **Ready – Respectful – Safe**
- Ensure pupils are supported to feel heard, empowered and proud of their progress
- Champion the relational, therapeutic and inclusive ethos of the school

5. Safeguarding

- Maintain full awareness of safeguarding and child protection procedures
- Immediately report concerns to the Designated Safeguarding Lead or deputies
- Always maintain confidentiality and professional boundaries

This job description is not exhaustive. Duties may be amended in response to evolving needs and school priorities in line with *The Orchard Way* and in consultation with the postholder.