

# Personal Development and Behaviour Lead

**Salary:** £38,000 – £45,000

**Contract:** Full-time, Term Time + 3 weeks (42 weeks), 40 hours per week

**Base:** Parkview Academy, Welling

**Responsible to:** Senior Management Team (SMT)

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## About Parkview Academy

Parkview Academy in Welling is a specialist school with a warm and welcoming community. We cater for pupils aged 6–19 years who, for a variety of reasons, find it difficult to thrive in mainstream education. Our pupils have Autism (ASD) and social, emotional and mental health needs (SEMH).

We are committed to providing a personalised education that enables all pupils to achieve academically, socially and emotionally, preparing them to become confident, responsible and successful members of society.

At Parkview, we believe every young person deserves to be understood, nurtured and challenged to achieve their best. Strong relationships, positive behaviour and high expectations are at the heart of everything we do.

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## Job Purpose

The **Personal Development and Behaviour Lead** will take a key middle leadership role within the school, with responsibility for:

- Leading and managing behaviour systems, ensuring a safe, positive climate for learning.
- Coordinating and delivering the PSHE / Character Education/personal development curriculum.
- Supporting and guiding staff delivering PSHE / Character Education lessons.

- Supporting and guiding staff in behaviour strategies and personal development approaches.
- Ensuring pupils' social, emotional, health and wellbeing needs are met alongside academic progress.

The post holder will lead on **Team Teach strategies**, the writing and reviewing of **Behaviour Support plans**, and the regular analysis of behaviour data. They may also plan and deliver engaging PSHE / Character Education lessons, enrichment activities and mentoring sessions for individuals and small groups.

By combining behaviour leadership with responsibility for personal development, this role ensures that Parkview's pupils grow in confidence, resilience and self-esteem, while achieving their academic and personal potential.

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## Key Responsibilities

### Behaviour Leadership

- Lead on whole-school behaviour systems, ensuring consistency and high expectations.
- Support staff with Team Teach strategies, BSPs and incident debriefs.
- Monitor and analyse behaviour data, using it to drive improvements.
- Ensure the school environment promotes positive behaviour.
- Work closely with parents/carers regarding pupil behaviour, celebrating positives as well as addressing concerns.
- Line manage and support identified Tutors and LSAs in behaviour management.

### Personal Development & PSHE

- Plan and deliver a high-quality PSHE / Character Education curriculum in line with statutory guidance.
- Guide and support staff that deliver PSHE / Character Education
- Lead the school's provision for **Relationships and Sex Education (RSE)**.

- Promote wellbeing, life skills, employability and independence through PSHE.
- Organise enrichment activities, external speakers and educational visits linked to PSHE.
- Support the school's drive to achieve and maintain the **Healthy Schools standard**.
- Inspire pupils to value PSHE by raising confidence, self-esteem and engagement.

## **Teaching, Mentoring and Support**

- Deliver lessons, mentoring and small group interventions for pupils with additional needs.
- Use behaviour management strategies that create purposeful learning environments.
- Ensure inclusion and engagement for all pupils, adapting teaching creatively.
- Support outreach or home-based learning where required.

## **Leadership of Staff and CPD**

- Provide training, coaching and support to staff on behaviour management and PSHE delivery.
- Line manage staff as required, including appraisal and performance management.
- Contribute to whole-school improvement planning and policy development.
- Share best practice and contribute to staff professional development.

## **Monitoring and Assessment**

- Maintain accurate records of behaviour incidents, PHPs and wellbeing plans.
- Track and report on pupil progress in behaviour, attendance, personal development and PSHE.
- Monitor pupil participation and adapt provision accordingly.
- Ensure PSHE and behaviour interventions are evaluated for impact.

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## Person Specification

### Essential

- Degree & QTS
- Relevant qualification in teaching/learning, PSHE, life skills or education.
- Experience working with pupils with SEND and SEMH needs.
- Experience of delivering structured learning and supporting behaviour.
- Knowledge of statutory PSHE and RSE guidance.
- Strong behaviour management skills and knowledge of Team Teach or equivalent.
- Excellent interpersonal and communication skills.
- Ability to plan engaging lessons and mentoring activities.
- ICT literacy for planning, monitoring and record-keeping.
- Empathetic, resilient and committed to safeguarding.
- A positive “can-do” attitude, with flexibility and creativity.

### Desirable

- Further qualification in PSHE, wellbeing or behaviour management.
- Knowledge of social media to support PSHE initiatives.
- Driving licence and willingness to drive a school vehicle.
- Knowledge of Health & Safety procedures.

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## Key Performance Indicators

- Consistency and effectiveness of whole-school behaviour systems.
  - Pupils' progress in behaviour, attendance, wellbeing and personal development.
  - Staff confidence in behaviour management and PSHE delivery.
  - Statutory PSHE and RSE requirements met or exceeded.
  - Positive feedback from pupils and parents/carers.
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## **Our Commitment**

Parkview Academy is committed to safeguarding and promoting the welfare of children and young people. The post holder must undergo an Enhanced DBS check and follow all safeguarding policies.

We are also committed to equality and diversity, ensuring fair treatment and opportunity for all staff and pupils.