

Level 3 Learning Assistant – Whole School Nurture & Pastoral Support

Job Description

Department: People Services

Grade: SCP 7-II

Responsible to: SENCO / Pastoral Lead / Senior Leadership Team

Responsible for: Pupils, Learning Resources, Pastoral & Nurture Interventions, Support for Other Staff (as directed)

Purpose of the Post

To work as part of the whole-school pastoral and nurture team to support the wellbeing, behaviour, inclusion and personal development of pupils across all age groups. The post holder will deliver targeted nurture and pastoral interventions, support pupils with social, emotional and mental health needs (SEMH), and contribute to creating a safe, positive and inclusive school environment.

Working under the direction of the SENCO, Pastoral Lead and senior staff, the post holder will support individuals and groups of pupils—including those with additional needs—to help them regulate emotions, engage positively in learning, and develop resilience, confidence and social skills.

The role includes delivering structured nurture programmes, supporting behaviour regulation, contributing to assessment and monitoring, liaising with families and external professionals, and assisting in the creation of a supportive school culture where all pupils can thrive.

Duties and Responsibilities

I. Support for Pupils

- Build warm, trusting and professional relationships with pupils, acting as a positive role model and promoting high expectations of behaviour, engagement and respect.
- Provide consistent pastoral support to pupils experiencing social, emotional or behavioural difficulties.
- Deliver targeted nurture interventions (e.g. small-group nurture sessions, emotional literacy support, social skills programmes).
- Support pupils with SEND, including SEMH needs, implementing strategies from Support Plans / Individual Support Plans.
- Promote inclusion and participation, encouraging positive peer interactions and supporting pupils to re-engage with learning.
- Support pupils in developing self-regulation, resilience and problem-solving skills.

- Respond sensitively to pupils in crisis, using de-escalation strategies and restorative approaches in line with school policy.
- Assist with personal care needs where required, following school procedures.
- Contribute to the monitoring and recording of pupils' emotional, social and behavioural development.
- Provide constructive, age-appropriate feedback to pupils to support personal growth and wellbeing.
- Carry out programmes designed by external professionals (e.g. behaviour specialists, counsellors, therapists) under guidance.
- Support pupils during unstructured times (e.g. break and lunch) to promote positive behaviour and social interaction.

2. Support for Teachers and Pastoral Staff

- Work under the direction of the SENCO, Pastoral Lead or class teachers to deliver planned pastoral and nurture activities.
- Provide feedback to staff on pupils' wellbeing, behaviour and engagement.
- Contribute to the planning and preparation of intervention resources and nurture environments.
- Support the implementation of behaviour management strategies across the school.
- Assist with the monitoring and updating of pastoral records, behaviour logs and intervention tracking systems.
- Communicate appropriately and sensitively with parents/carers, under the direction of senior staff.
- Provide basic administrative support related to pastoral and nurture provision.

3. Support for the Curriculum and Learning

- Support pupils to access learning by addressing barriers related to emotional wellbeing, behaviour or social development.
- Reinforce learning strategies that help pupils remain engaged and focused.
- Work with teachers to adapt activities or approaches to meet pupils' pastoral needs.

- Promote positive attitudes to learning, attendance and participation.
- Support the development of pupils' communication, social interaction and problem-solving skills.
- Use observation and assessment to inform next steps in pastoral or nurture support.

4. Support for the School

- Comply with all school and council policies, including safeguarding, child protection, health and safety, confidentiality and data protection.
- Actively promote equality, diversity and inclusion across the school.
- Contribute positively to the ethos, values and aims of the school.
- Build effective working relationships with colleagues, families and external agencies.
- Participate in training, supervision, staff meetings and professional development activities.
- Reflect on own practice and seek to improve skills and knowledge in pastoral and nurture support.
- Support educational visits, enrichment activities and wider school events as required.
- Assist in maintaining safe, calm and supportive learning environments across the school.

5. Other Duties

- Comply with the Council's Health and Safety Policy and safe working procedures.
- Comply with the Council's Equality Policy and promote inclusive practice.
- Comply with the Council's Information Management Framework, including Data Protection.
- Adhere to the Council's Code of Conduct and the Seven Principles of Public Life.

General

The post holder may be required to undertake other duties commensurate with the level of responsibility of the role, as directed by the Headteacher or designated senior staff.