



Eckington School

Student and Family Support Worker

Applicant Pack



Outstanding Achievement for All

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The vacancy

Post advert

Deadline for applications:	11.59pm on Sunday 16 th March 2025
Interviews to be held:	Week beginning 24 th March 2025
To start:	As soon as possible

Required to start as soon as possible, Eckington School are looking for a Student and Family Support worker to join our Pastoral team.

This post holder will have experience of working with school age children, knowledge of Early Help and also the ability to develop good relations with a range of age groups of people. The core aim is to become part of the school community working with families and students to support their engagement and wellbeing in school and at home.

Benefits include:

- CPD support from one of the largest Teaching Schools, the **Sheffield Teaching School Alliance**, throughout your career.
- Opportunities to develop skills and experience as part of a growing, local Trust.

There will be no need to go elsewhere – your career will flourish with us.

Role summary

Post title:	Student and Family Support Worker
Profile:	L&D 3.5
Grade:	Grade 5
Grade spinal point range:	SCP 15 to 20
Salary:	£29,093 - £31,586 (pro rata £25,023 - £27,168)
Accountable SLT post:	Assistant Headteacher for Safeguarding
Line manager (if different):	N/A
Staff to be supervised or line managed by post holder:	N/A
Post holder will work with:	Safeguarding Team SLT Primary Headteachers Other Pastoral Staff
Holiday and sickness relief:	By and for other pastoral support staff
Purpose of post:	Be an active part of the school community working with families and students to support the engagement and well-being of



students at school and at home. To support Early Help Assessments and interventions and act as lead professional where appropriate. This post may work across the Trust schools.

Version revised:

February 2025

Contract:

Permanent

37 hours/39 weeks



Job description

The post holder must at all times carry out their responsibilities within the spirit of the school and trust policies and within the framework of legislation relating to academies and education, with particular regard to the statutory responsibilities of the trust and the governing body of the school.

The specific duties and responsibilities include but are not limited to:

Specific duties and responsibilities

To be responsible for providing early help and support to identified families within the cluster of Eckington School. Duties will include, but not limited to:

Support to Students, Staff and Parents/Carers

Under the leadership of the Assistant Headteacher you will:

- Become a member of the school's pastoral team, contributing to the safeguarding of children, and attend meetings to report findings as required.
- Identify children and their families who would benefit from Early Help and undertake Early Help Assessments.
- Support students/pupils in the Cluster of Eckington School, and their families, whose difficulties are providing significant barriers to their learning.
- Plan and prepare assessments and action plans within frameworks agreed with other relevant professionals that will aim to improve student/pupil progress and achievement by helping reduce barriers to learning and maximizing student and parent engagement to achieve lasting change.
- Record and review progress regularly against action plans and amend as necessary.
- Work with students on a one to one or small group basis providing nurturing opportunities for young people.
- Work to raise attendance levels of identified students/pupils, particularly vulnerable students.
- Work preventatively with identified families to provide early intervention, signposting support and guidance in times of change and stress.
- Promote and support wellbeing and positive behaviour.
- Provide a key proactive link between home and school and facilitate communication between these including occasional home visits and transport of students to school if necessary.
- Contribute to the organization and promotion of events both in and out of school that allow young people to develop wider interests and participate in community initiatives with the aim of developing their confidence and self-esteem.
- Create relationships which will empower and motivate families to engage and overcome barriers to change which may involve managing and overcoming challenging behavior towards family members.
- Build and maintain relationships with relevant agencies to improve access to statutory and voluntary services and support for families that require it.
- Attend and support parents/carers at meetings and appointments.

- Attend Child in Need, Safeguarding conferences and core group meetings when required to provide information about the welfare of a young person.
- Access internal and external funding to appropriately support vulnerable young people and families.
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- Deliver support groups and training for parents/carers.

Support for the trust/school

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Work in a flexible way to respond to the needs of the trust and to fulfil other duties and responsibilities appropriate to the grade and role as and when required.
- Be aware of and support difference and ensure equal opportunities for all.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Contribute to the overall ethos/work/aims of the trust/schools.
- Participate in relevant training, other learning activities and performance management as required.
- Team responsibilities: all staff are considered part of the overall trust team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.
- From time to time, to meet the needs of the trust, you may be asked but not expected to work hours additional to your normal working hours. The trust will give you as much notice as possible and you will be paid/recompensed for such work. Situations where this might be required are, for example: relevant key school events such as open evenings, exam results days, trips, clubs, training etc.

Changes to these duties

The above duties are not exhaustive and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the governing body or board of trustees and/or senior leadership team as required. Trade union representation will be welcomed in any such discussions.

Person Specification

Job Title: Student and Family Support Worker

REQUIREMENTS	Essential	Desirable	Assessment method A = application I = interview R = reference
Knowledge, experience and skills			
Working knowledge of Early help.	✓		A / I
Knowledge of safeguarding procedures.	✓		A / I / T
Knowledge of local and national partner services and organistaions to support families.	✓		A / I
Knowledge of school polices and procedures, including First Aid, Administration of medicines, Health and Safety and Data Protection.		✓	A / I
Previous experience of working with school age children, providing support to families and students.	✓		A / I
Relevant experience working in group situations.		✓	A / I
Competent ICT skills, using appropriate software to analyze data and maintain accurate student records.	✓		A / I
Ability to implement the School Good Behaviour Policy	✓		A / I
Knowledge and understanding of Freedom of Information, Data Protection legislation, records management.		✓	I
Exceptional written and verbal communication skills	✓		A / I
Awareness of the education sector.		✓	I
Experience of working under the auspices of the safeguarding children and prevent agenda.	✓		A / I
Qualifications			
Good level of literacy and numeracy eg GCSE Maths and English at grade 4 or above.	✓		A
Recognised Social Work Qualification, e.g. CQSW, CSS, DipSW, Degree in Social Work, or equivalent; or other professional		✓	A



qualification, e.g., youth and community work or significant experience in the field of children's social care.			
Evidence of CPD in courses relevant to the role of safeguarding.		✓	A
Other skills			
Ability to challenge behavior and use influence with students and parents to raise standards of behaviour	✓		I
Ability to manage conflict.	✓		A / T
Communicate effectively both verbally and in writing to different audiences, including an ability to engage with students and families.	✓		A / I
Good organizational skills.	✓		A / I
Ability to deal sensitively and appropriately with confidential information.	✓		A / I
Excellent record keeping, information retrieval and dissemination of data/documentation.	✓		A / I
Evidence of working in an environment where experiences included taking initiative and self motivation.	✓		I
Effective team worker	✓		I / T
Demonstrable attention to detail and good listening skills.	✓		I
Maintain strict confidentiality of information	✓		A / I
Interpersonal skills			
Strong interpersonal skills with the ability to motivate others to ensure deadlines are met		✓	A / I
Ability to foster good relations with a range of colleagues at all levels		✓	A / I
Open, honest and active listener.	✓		I / T
Willingness to learn new skills and undertake relevant professional development.	✓		I

Child protection

A commitment to the responsibility of safeguarding and promoting the welfare of young people.

✓

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Eckington School & Sixth Form

Eckington School is an 11-18 comprehensive secondary school in north-east Derbyshire with more than 1200 students on roll, including the school's Sixth Form.

Eckington School joined Chorus Education Trust in April 2023, at which point we also welcomed a new headteacher, whose proven track record in developing a positive ethos under strong leadership is enabling the school on its journey of improvement. Further appointments to the senior leadership team have created a school with ambition to deliver on the Chorus Trust ethos of outstanding achievement for all.

The school itself is situated on the outskirts of Eckington on the Derbyshire/Sheffield border, overlooking open countryside. The campus is arranged around a shrub-filled courtyard that enables easy access to outside spaces for all.



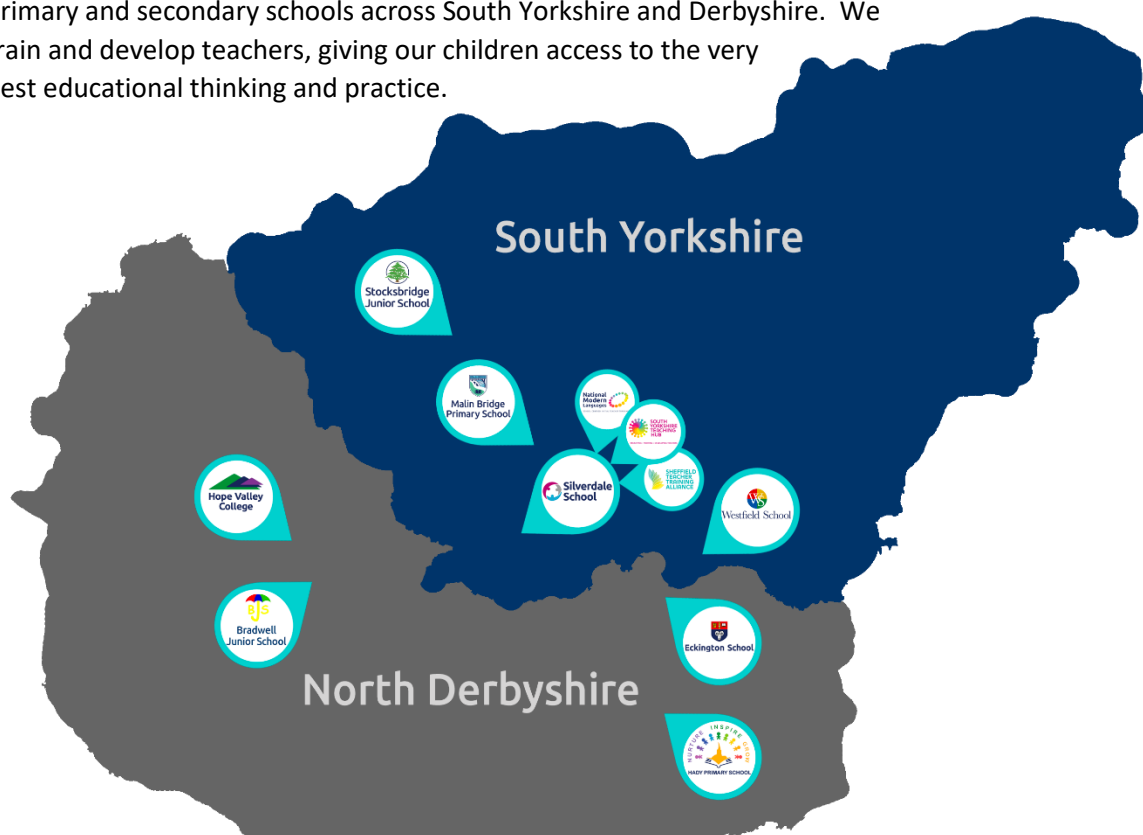
In addition to trust-wide benefits for all staff, those at Eckington School also have access to:

- Supportive and friendly staff and leadership team.
- Free staff parking.
- Opportunity to be part of the varied extracurricular offering, including Duke of Edinburgh's Award programme.

You can view the school website at: www.eckington.chorustrust.org.

Chorus Education Trust

Chorus Trust is a growing trust, committed to providing every child with the best education in both primary and secondary schools across South Yorkshire and Derbyshire. We train and develop teachers, giving our children access to the very best educational thinking and practice.



Our vision is 'Outstanding Achievement for All'. We want to create a culture of success in which our children and young people can succeed. We do this through the provision of safe and supportive schools, collaborating to ensure our children benefit from a more effective spend of public money.

As part of the Chorus Trust Team, all staff have access to:

- 

An ethos of being a **force for good**; of being part of a team that enables 'outstanding achievement for all'.
- 

Leading edge **training and development** through the South Yorkshire Teaching Hub.
- 

A **collaborative environment** encouraging knowledge sharing and support.
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Discounted **health schemes** through Westfield Health and Westfield Rewards Schemes.
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Competitive **pension schemes**: Teacher's Pension Scheme (teaching staff) and local government pension scheme (support staff).
- 

Term-time only contract postholders have the freedom of having **school holidays** off.
- 

Career progression opportunities within a growing, local trust.
- 

Support for **flexible working** arrangements.

You can read more about Chorus Trust at www.chorustrust.org.

To apply

- Full application pack and application forms available from: www.chorustrust.org/vacancies
- Completed application forms are to be sent to: Sharon Foster (HR Administrator) at: sfoster@chorustrust.org
- Please note that CVs and council application forms will not be accepted.
- Deadline for applications: 11.59pm on Sunday 16th March 2025.
- Interviews to be held: week beginning 24th March 2025.

Disability confident

Chorus Trust is part of the disability confident scheme. We guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy.



Safeguarding

At Chorus Trust we are committed to the safeguarding of all our pupils, please visit our website to access our safeguarding and child protection policy at www.chorustrust.org/policies.

The trust will conduct an online search of the successful candidate in line with the DfE's keeping children safe in education advice.

The successful candidate will be required to complete a Disclosure and Barring Service (DBS) check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.