

# THE LION WORKS SCHOOL

INDEPENDENT SPECIAL SCHOOL AND SIXTH FORM

POOLE, DORSET

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A PROUD PART OF THE CLASSROOM GROUP



<b>Post Title</b>	Engagement Coach	<b>Department</b>	N/A
<b>Hours per week</b>	Full time	<b>Weeks per year</b>	Term time
<b>Contract type</b>	Permanent	<b>Salary</b>	£22,000 - £25,000
<b>Reports to</b>	Engagement Lead		

## Job Description

<b>1. School Overview</b>	<p>The Lion Works School is a specialist setting that meets the needs of secondary age students who are all individuals, have a range of interests, have talents and also happen to have a diagnosis of Autism Spectrum Condition or a need which presents similarly.</p> <p>We are looking to appoint an Engagement Coach to support our newly developed provision for students with Emotional Based School Avoidance (EBSA). This is an exciting opportunity to join a growing and developing school and to become an integral part of the school's staffing structure, supporting the work of the dedicated, motivated and inspiring teachers and support staff, whilst striving for success for all.</p>
<b>2. Purpose of the Role</b>	<p>As an Engagement Coach, you will be working directly with students, either in their own home, in school or on another site, to support their school attendance. Our EBSA model is based on a theory of ever-decreasing support and ever-increasing engagement. As such, our Engagement Coaches will be able to work independently, and as part of a small team, to pro-actively support students to increase their engagement with learning and with attending off-site provision and school.</p>
<b>3. Key Accountabilities &amp; Duties</b>	<p><b>As an Engagement Coach, you will:</b></p> <ul style="list-style-type: none"><li>• Plan, prepare and deliver learning to individuals and occasionally small groups</li><li>• Modify and adapt activities to advance pupils' learning as necessary</li><li>• Contribute to high quality learning experiences using a variety of teaching and supporting methods</li><li>• Support students to access online learning where necessary</li><li>• Transport students to school and off-site provisions in a school vehicle</li><li>• Plan, prepare and deliver off-site learning sessions and interventions</li><li>• Assess, record and report on development, progress and attainment and use this knowledge and understanding to extend and challenge pupil's learning</li><li>• Create and adapt student timetables</li></ul>

	<ul style="list-style-type: none"> <li>• Provide academic and pastoral support to students in accordance with agreed procedures</li> <li>• Work with a small team to increase student engagement and independence</li> <li>• Create an outstanding student experience which leads to progression</li> <li>• Deliver high-quality handovers with other school staff</li> </ul> <p><b>As a member of staff, you will:</b></p> <ul style="list-style-type: none"> <li>• Ensure that your practice and conduct is consistently of a high standard</li> <li>• Manage student issues within agreed protocols</li> <li>• Undertake such other reasonable duties as the Headteacher may require from time to time and review this Job Description annually with the Headteacher</li> <li>• Participate in the school’s appraisal process and to undertake any training that may be appropriate</li> <li>• Take appropriate responsibility to ensure the health and safety of self and others</li> <li>• Pursue the achievement and integration of equal opportunities throughout all The Lion Works School’s activities</li> <li>• Uphold our safeguarding culture of vigilance at all times</li> </ul> <p><b>Duties falling within the scope of designated contact hours:</b></p> <ul style="list-style-type: none"> <li>• Delivering 1:1 learning and engagement sessions with students in their own homes, in school or on another site</li> <li>• Supporting students’ off-site activities</li> <li>• Designing students’ timetables and learning experiences</li> <li>• Transporting students in a school vehicle</li> <li>• Marking of student’s work</li> <li>• Completing relevant paperwork</li> <li>• Attending staff development events as appropriate</li> <li>• Continually maintain and develop pedagogic skills, subject understanding and knowledge of awarding body and subject specification requirements</li> <li>• Supporting activities relating to employability, work experience, volunteering</li> <li>• Undertaking employer and workplace/work placement visits</li> <li>• Undertaking and meeting any relevant CPD requirements</li> <li>• General administration relevant to the role</li> </ul> <p><b>The above list of duties is not exhaustive and is subject to change. The post holder may be required to undertake other duties within the scope and grading of the post.</b></p>
<b>4.</b>	<b>Equal Opportunities</b>
	<p>The Lion Works School will seek to ensure that all existing and potential employees and students are given equal opportunities for employment and education. It is committed to the elimination of unlawful or unfair discrimination on the grounds of sex, age, marital status, colour, race, nationality or other ethnic or national origin, disability, sexuality, trade union membership or activity and religious background. The school will seek to ensure that no</p>

	<p>applicant for employment or education is disadvantaged by conditions or requirements which cannot be justified. The school aims to provide an open welcoming and safe environment for all its students, employees, and visitors.</p>
<b>5.</b>	<b>Safeguarding</b>
	<p>The Lion Works School is committed to safeguarding and promoting the welfare of children and we expect all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be conducted; references will be sought, and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.</p> <p>We comply with the Disclosure &amp; Barring Service (DBS) code of practice and have a written policy on the recruitment of ex-offenders, both of which are available on request. If you are shortlisted, you will be required to declare any relevant convictions, adult cautions or other matters which may affect your suitability to work with children. As a result of amendments to the Rehabilitation of Offenders Act 1974 (exceptions order 1975) in 2013 and 2020, some minor offences are now protected (filtered) and should not be disclosed to potential employers, and employers cannot take these offences into account.</p>
<b>6.</b>	<b>Further Information</b>
	<p>This Job Description and Person Specification are current as of May 2024. In consultation with you, it is liable to variation to reflect changes in the job. If you have any queries relating to your Job Description and/or Person Specification, please consult the Headteacher.</p>