



ST. CATHERINE'S COLLEGE

A CHURCH OF ENGLAND ACADEMY



Behaviour Support Manager

37 hours per week - school term time + 1 week £33,962—£36,377 pa pro rata





Thank you for your interest in joining our team at St Catherine's College.

We are delighted to have the opportunity to share the information for this role with you. We invite you to take a moment to explore our website at www.stcatherines.college, to find out more about us. We hope you find these resources helpful, as you consider this exciting opportunity.

St Catherine's College is situated on the sunshine coast, beautifully set between miles of unspoilt coastline, part of the South Downs National Park, Beachy Head and 1066 country. Eastbourne is a wonderful place to live and work.

As a Church of England Academy and part of the Diocese of Chichester Academy Trust, we are unique in East Sussex. We are committed to putting our students at the heart of everything we do. We believe that by emphasising high standards and firm boundaries, all underpinned by our Christian vision and values, we create a safe and nurturing environment where students can thrive.

St Catherine's College prides itself on forging strong relationships with families, students and staff alike. We are always hugely oversubscribed as a result of the high standards and values we promote.



At St Catherine's College, we take great pride in our talented and highly motivated staff and students. Our team works tirelessly to provide the best possible learning experience, and we value the unique contributions of every member of our community.

We provide a welcoming and supportive environment for staff where we actively promote opportunities for personalised CPD. All our staff are precious to us; their health and wellbeing is of paramount importance and therefore we offer a highly subsidised membership to Benenden Private Medical Healthcare.

Our vision is to prepare our students to excel locally, nationally, and globally, to become independent learners and responsible citizens, and to embrace the challenges of an ever-changing world. We believe that education is not only about academic excellence, but also about nurturing the values, attitudes, and behaviours that enable individuals to learn to live together in a supportive, accepting, and compassionate manner.

We strive to empower every student, regardless of their background, to become an active participant in shaping their community and society. By focusing on life skills such as communication, collaboration, and self-motivation, we equip our students with the tools they need to become confident, aspirational, and resilient individuals.

We are delighted that you are considering applying for this post. We look forward to working together to enable our students to excel and flourish in their secondary education and beyond. As Jesus said, **'I have come that you may have life, and have it to the full' (John 10 v10b)**. We believe that by working together, we can help our students achieve their fullest potential.



Staff "set very high standards for students' behaviour. Students respect these expectations. As a result, behaviour is good in this school and classrooms are calm and purposeful." *Ofsted*

"There is powerful team camaraderie present in this school. Staff work very well together to help students fulfil their potential." *Ofsted*

Preparing students to stand shoulder to shoulder with their peers: locally, nationally and globally.

The Post

We are seeking a dedicated and experienced Behaviour Support Manager to join our team at St Catherine's College. As a behaviour support manager, you will play a crucial role in fostering a positive and inclusive learning environment by providing tailored support to students with behavioural challenges.

If you are passionate about making a difference to the lives of young people and have a strong background in behaviour management and support we encourage you to apply.

This is permanent post for 37 hours per week. You will work school term time plus one week in the school holidays.

The Benefits of Working at St Catherine's College Include:

- Local Government Pension Scheme
- A friendly, supportive and caring staff team
- Very well-behaved students who are ambitious, hardworking, resilient, and responsible
- Highly visible, supportive senior leaders
- Professional development opportunities to enhance your skills and advance your career
- Subsidised membership to Benenden Private Medical Healthcare
- A fabulous, sociable staff room with complimentary tea and coffee
- Free flu vaccine
- A café that serves at breakfast, break and lunch, using freshly sourced ingredients
- Free parking
- Opportunity to make a meaningful difference in the lives of students and families in our community

"Students and adults thrive in this caring community that celebrates love at its core." (Inspection 2023)

"As a result of the rigorous routines used across the college, students are ready to learn and swiftly engage in lessons. This ensures that the atmosphere throughout the college in lessons and social time is calm, purposeful, warm and inclusive." (SIAMS Inspection 2024)

Job Description

Post: Behaviour Support Manager

Grade: Single Status Grade 10 £33,962—£36,377 pa pro rata

Increasing to £35,887 to £38,302 pay award pending from 1 April 2024

Responsible to: Headteacher / Head of School

Key Responsibilities

- Conduct comprehensive behavioural assessments to understand the root causes of students’ behavioural challenges.
- Develop individualised behaviour support plans for students, outlining specific goals, strategies, and interventions.
- Collaborate with teachers, parents, school administrators, and external support services to coordinate efforts and ensure a consistent approach to behaviour management.
- Teach intervention groups.
- Provide one-on-one guidance to students, teaching coping skills, conflict resolution techniques, and social-emotional learning strategies.
- Monitor the progress of students’ behaviour support plans, track outcomes, and make necessary adjustments to interventions as needed.
- Intervene promptly in cases of behavioural crises or emergencies to de-escalate situations and ensure the safety of students and staff.
- Provide training and professional development opportunities for teachers and staff on effective behaviour management strategies and positive reinforcement techniques.
- Serve as an advocate for students with behavioural challenges, ensuring their needs are addressed and their voices are heard.
- Engage with community organisations, mental health agencies, and other stakeholders to access additional support services for students and families.
- Be able to use own initiative to make decisions, be proactive, calm, have the ability to deal with unexpected situations and manage a team of staff.
- To complete performance management and supported introduction reviews for the staff that you line manage.

The actual salary for this post is calculated as:

$37/37 \times 46/52.143 \times £33,962 = £29,961$	$37/37 \times 46/52.143 \times £35,887 = £31,659$
$37/37 \times 46/52.143 \times £36,377 = £32,091$	$37/37 \times 46/52.143 \times £38,302 = £33,790$

Person Specification

Attributes	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> • Good basic education 	<ul style="list-style-type: none"> • Certification in behaviour management or counselling is desirable but not essential
Knowledge and Understanding	<ul style="list-style-type: none"> • Strong knowledge of behaviour management techniques, counselling theories, and intervention strategies • Knowledge of child protection and safeguarding procedures • Understanding of line managing staff • Knowledge of a range of computer applications including word and excel • Use of diplomacy and sensitivity at all times 	
Experience	<ul style="list-style-type: none"> • Previous experience working with students with behavioural challenges in an educational setting • Successful Experience of working with secondary school children • Experience of managing staff • Has experience of teaching small groups of students 	<ul style="list-style-type: none"> • Experience of working in a school / college
Skills and Abilities	<ul style="list-style-type: none"> • Excellent communication and interpersonal skills, with the ability to collaborate effectively with diverse stakeholders • Crisis intervention skills and the ability to remain calm and composed in high-pressure situations • Ability to develop efficient record keeping systems • Ability to use initiative and make decisions • Have the ability to deal with unexpected situations • Ability to organise and prioritise own workload • To establish and maintain positive relationships with all stakeholders • Team player • Ability to be proactive 	

Person Specification continued

Attributes	Essential	Desirable
Personal Qualities	<ul style="list-style-type: none">• Belief in creating strong, positive relationships with our students• Ability to foster personal, social, emotional and academic development• Inspires, challenges and motivates our students cultivating an environment where they believe anything is possible• Is positive and passionate about ensuring our students receive outstanding pastoral care, prioritising their well being• A commitment to promoting equality, diversity, and inclusion in education• Commitment to safeguarding and promoting the welfare of children and young people• A positive and enthusiastic work ethic• High standards and attention to detail• To positively promote the college's aims and ethos• Is a supportive team player, collaborating effectively with colleagues to achieve shared objectives• Willingness to participate in further training and developmental opportunities, actively seeking growth opportunities• A flexible approach• Good health and attendance record	

Your Application

Completed application forms and letters of application should be sent directly to the college addressed to swindsor@stcatherines.college

The closing date for this post is 12 noon on **Thursday 16 May 2024**

Please note that we reserve the right to consider applications as they arrive.

Please use the standard application form accompanied by a letter of application. We are unable to consider CVs in place of application forms unless you are a person with a disability and a CV is the most convenient method of applying. In your letter of application, you should clearly address the relevant sections of the Person Specification for this post and may find it helpful to use headings.

St Catherine's College is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work. The aims of our Safer Recruitment procedures are to help deter, reject, or identify people who might abuse children or are otherwise unsuited to working with them. An enhanced DBS check is required for all successful applicants. Prohibition and overseas checks will also be completed if necessary.

For more information about this position, to organise a tour of the College or to have a confidential discussion about the role, please contact Sandie Windsor, Head of Personnel, on 01323 465469.

