

Job Description

Post Title: Isolation Provision Manager AA3681

Evaluation: 496 Points **Grade:** N6

Responsible To: Deputy Principal

Job Purpose: To manage isolation provision (including twilight school) to ensure the school's PRAISE Code is implemented.

To implement and monitor strategies to develop good behaviour in the school and the local community.

Main Duties The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. To manage the school's isolation provision (including twilight school) by delivering learning packages towards targeted students and setting work for other students.
2. Provide an appropriate personal support and guidance for students in the target population and help develop student self-esteem and personal qualities as part of a clear strategy and plan for individual abilities.
3. Liaise closely with the Deputy Principal in planning for the support of individual students for whom isolation is not impacting on behaviour improvement.
4. Be a school 'designated person' for Safeguarding issues.
5. In conjunction with the Deputy Principal, contribute to policies to ensure good behaviour of students within the local community.
6. In conjunction with the Deputy Principal, monitor the application of the school's PRAISE Code using data from the School Management Information System.
7. Contribute to, develop and run CPD for teachers and associate staff on behaviour support for individual students.

8. To prepare and analyse statistical information reports on records and behaviour as requested
9. Assist in maintaining a healthy, safe and secure environment and to act in accordance with the school's policies and procedures.
10. To promote and implement the School's/Council's Equality Policy in all aspects of employment and service delivery.
11. The postholder will have responsibility for promoting and safeguarding the welfare of children and young persons she/he is responsible for, or comes into contact with.