



Filwood Community Centre
Barnstaple Road
Knowle
Bristol BS4 1JP
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Sports Coach / Mentor Job Description

Education 1st

Purpose of role

Support students in achieving their full potential by providing academic, emotional and behavioural support under the direction of the Senior leadership team.

Duties:

- Work with students on a one to one, two to one or small group basis to support their academic and SEMH progress.
- Provide own transport to collect from and drop students home/agreed destination on a daily basis.
- Assist, follow and lead student activities and project based learning on or off-site which are in line with individual student timetables.
- The children we work with can display some challenging behaviours that support staff would need to manage, however full training is given to enable staff to provide the best quality of care and support for the young people including Team Teach training, should a young person require to be held.
- Support workers are expected to take part in on and offsite activities including physical activities with the children, so a decent level of mobility and fitness are required. For example, playing football, basketball, gym work, activity centres, cooking and visiting various places of interest.
- Reporting any safeguarding concerns to the safeguarding team in line with the safeguarding reporting procedure.
- Following all policies and procedures to the letter and to the highest standard
- Promote and reward good behaviour.
- Support each student's personal targets to make positive progress academically and in line with set SEMH targets.
- Support students whose behaviour is a barrier to their achievement.
- Completing daily reports of the highest standard. Ensuring they are completed within a timely manner and send the reports to a member of the senior leadership team the same working day.
- Uploading daily seesaw entries based on students' individual targets, incorporating PEE (Point, evidence and explain) and uploading them onto seesaw the same working day.
- Promote awareness of, and encourage, student involvement in enrichment activities which aim to improve a young person's skills and readiness for life.

Data Protection and Safeguarding

- Work within the requirements of Data Protection at all times.
- Understand your responsibilities in relation to Safeguarding and child protection and how to highlight an

issue / concerns

- Remain vigilant to ensure all students are protected from potential harm.

General

- The post-holder will be expected to undertake any appropriate training provided by Education 1st to assist them in carrying out any of the above duties.
- The post-holder will be expected to contribute to the protection of children and young people, as appropriate, in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to the safeguarding team.
- The post-holder will be required to promote, monitor and maintain health, safety and security in the workplace. To include ensuring that the requirements of the Health & Safety at Work Act, COSHH, and all other mandatory regulations are adhered to.
- An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before an appointment can be confirmed. The successful candidate will be required to disclose all convictions and cautions, including those that are spent; the exception being certain, minor cautions and convictions which are 'protected' for the purposes of the 'Exceptions' order.
<https://www.gov.uk/government/collections/dbs-filtering-guidance> '

This job description only contains the main accountabilities relating to the posts and does not describe in detail all of the duties required to carry them out. The post holder may be required to undertake other duties and responsibilities that are commensurate with the nature and level of the post.