

MATRIX ACADEMY TRUST
Job Description – School Social Worker

Role	To work as part of the Safeguarding and Pastoral Team in supporting vulnerable pupils and families.
Line Manager:	Assistant Headteacher and Designated Safeguarding Lead
Work in partnership with	Heads of House, Success Centre, Teaching Staff and Outside Agencies
Main Purpose:	<ul style="list-style-type: none"> • To provide a full range of services to pupils and families who need additional support. • To undertake the role of Deputy Designated Safeguarding Lead
Main Duties and Responsibilities:	<ul style="list-style-type: none"> • To implement Barr Beacon School Safeguarding Policy and Department for Education Keeping Children Safe in Education (2020) statutory guidance. • Respond appropriately to disclosures or concerns which relate to the well-being of a child. • Making and writing safeguarding multi-agency referrals to Children’s Services and other agencies. • To maintain accurate, confidential and up-to-date documentation on all cases of safeguarding and child protection and report where required. • To work directly with children in need and their families in the community in order to promote, strengthen and develop the potential of parents/carers and their children in order to prevent children becoming looked after and/or suffering significant harm. • Where required, liaise with agencies such as School Health, Children’s Services, Young Carers, Virtual School, Education Welfare Officer. • When appropriate, to act as a lead professional and co-ordinate Team Around the Child /Early Help meetings. • To support the care of children where their living arrangements are at risk of breakdown. • To collate and produce statistical information with regards to safeguarding and pupil groups. • To work with identified pupil premium group pupils and their families to narrow the attainment gap. • To plan and assist on safeguarding training within school. • Support the pastoral and safeguarding team with Personal Education Plan (PEP) reviews for Looked After Children. • To attend Child Protection Conferences, Child in Need and Early Help meetings and provide written confidential reports that are shared. • To undertake Advanced Level Safeguarding training.

	<ul style="list-style-type: none"> • To monitor safeguarding logs and status of referrals and follow up where necessary. • Help students function effectively in the school environment and grow socially and academically. • Creating individualised plans to help students improve. • Educate parents on available resources to help their child. • Managing and monitoring caseloads of children in need. • To support mental health in school.
--	--

Additional Duties:	<ul style="list-style-type: none"> • To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job. • To undertake health and safety duties commensurate with the post and/or a detailed in the school Health and Safety Policy. • To work in accordance to the school's Equality Policy.
--------------------	--