

# Springwell Lincoln City Academy

## Job Role - Care Team

Line Manager - Care Team Manager

SLT Lead – PW (Executive Vice Principal)



### Specific roles and responsibilities

#### ➤ **Intervention**

- Supporting pupils in crisis through de-escalation techniques and strategies, preparing and supporting them to return to learning
- Supporting staff and identified classrooms who require support with settling for learning
- Deliver small group or 1:1 intervention
- Support identified pupils who require additional adult support in class
- Keep accurate records of intervention on pupil intervention logs
- Keeping Personal Handling Plans (PHPs) up to date
- Keeping accurate records of Restrictive Positive Intervention logs and ensuring appropriate follow-up has taken place, including parent/carer contact and restorative practice

#### ➤ **Extra-curricular Activities**

- Supporting identified pupils in attending offsite visits
- Deliver extra-curricular activities within centre during break and lunchtimes

#### ➤ **Supporting staff development**

- Supporting the Care Team manager with the delivery of staff training

#### ➤ **Meetings to attend**

- Daily briefings 8.30am and 3.15pm
- Centre staff meetings - Tuesday 3pm - 4pm
- Regular meetings with line manager
- CPD sessions

This is not necessarily an exhaustive list of all responsibilities or requirements of the pastoral Teaching Assistant role and there may be times where we request additional tasks to be performed as part of the role.