

Job details

Job title: Home School Link Worker

Line Manager: Head teacher

Responsibilities

- To work preventatively with families, children and the school to provide early intervention, signposting, support and guidance, particularly in times of change and stress.
- To develop strong partnerships with outside agencies and form positive working relationships with families to enable effective support for pupils and their families.
- To work alongside SLT and SENDCO, Attendance Leader, PP Leader and DSLs to support vulnerable pupils and families.

Develop positive links between families and school

- To encourage positive communication between the school and family
- To encourage parents to attend meetings in school
- To help improve attendance and late arrivals by monitoring and offering assistance
- As a trained DDSL, to identify and refer children and their families as part of the school's overall Safeguarding Policy
- To liaise with infant schools, other primary schools and secondary schools to make sure vulnerable families are supported through these transitions and where appropriate to provide group and/or one to one support for such families
- To work within an Equal Opportunities and anti-discriminatory framework Support families
- To work directly with children and families, individually and in groups, particularly focusing on parenting skills, behaviour management, play and practical support
- Give individual parenting guidance and support, with advice on how to develop and maintain positive discipline
- To contribute to the Early Help process
- To attend Team Around the Family (TAF) meetings
- To help families to access information and benefits
- To develop a supportive relationship with families. This may include providing some activities for families
- To help improve family relationships and be available for families, especially in crisis situations, helping those families who need short-term assistance
- To help families/the child/the school access grants and information
- To improve children's well-being and attainment, providing support for parents/carers and pupils at times of change and stress
- To help families and children access available services, completing referrals where appropriate. Work closely with other agencies ensuring that follow-up work is done and all concerns are well informed
- To promote healthy living, make referrals and assist the school nurse by making sure appointments are kept and parents attend or give consent as required
- To engage families in activities which support children's learning
- To develop links with agencies which provide and promote learning opportunities for parents and carers.

Support children

- To listen and offer support on problems and issues using counselling skills, giving the child a forum in which to talk about concerns in a confidential and non-judgemental environment
- Provide emotional support and strengthen self-esteem.
- Support children to make positive choices, help to deescalate and talk problems through

Commit to Continuing Professional Development (CPD)

- To attend and participate in professional development and training
- To attend termly supervision meetings.

Reporting, monitoring and evaluation

- To keep clear records of meetings and contacts, recording actions to be taken
- To monitor and evaluate the effectiveness of actions, providing reports as required

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date:

Next review date:

Headteacher/line manager's signature:

Date:

Postholder's signature:

Date: